APPENDIX A

References

29 CFR 1910.120, Hazardous Waste Operations and Emergency Response

29 CFR 1910.1200, Hazard Communication

29 CFR 1926, Safety and Health Regulations for Construction

40 CFR 110, Discharge of Oil

40 CFR 112, Oil Pollution Prevention

40 CFR 116, Designation of Hazardous Substances

40 CFR 117, Determination of Reportable Quantities for Hazardous Substances

40 CFR 152-164, 166-189 Pesticide Programs

40 CFR 261, Identification and Listing of Hazardous Waste

40 CFR 262, Standards Applicable to Generators of Hazardous Waste

40 CFR 263, Standards Applicable to Transporters of Hazardous Waste

40 CFR 264, Standards for Owners and Operators of Hazardous Waste Treatment, Storage, and Disposal Facilities

40 CFR 280, Technical Standards and Corrective Action Requirements For Owners and Operators of Underground Storage Tanks

40 CFR 300, National Oil and Hazardous Substances Pollution Contingency Plan

40 CFR 302, Designation, Reportable Quantities, and Notification

40 CFR 355, Emergency Planning and Notification

40 CFR 761, Polychlorinated Biphenyl's Manufacturing, Processing, Distribution in Commerce, and Use Prohibitions

49 CFR 172, Hazardous Materials Table, Special Provisions, Hazardous Materials Communications, Emergency Response Information, and Training Requirements

American Petroleum Institute, *API Bulletin D16, Suggested Procedures for Development of Spill Prevention Control and Countermeasure Plans*, Washington, DC, 2002

AR 40-5, Preventive Medicine, May 2007

AR 200-1, Environmental Protection and Enhancement, August 2007

AR 200-5, Pest Management, October 1999

AR 420-49, Utilities Services, September 2005

AR 420-90, Fire and Emergency Services, September 1997

DA PAM 200-1, Environmental Protection and Enhancement, January 2002

FR Reg 11-34 and 29 CFR 1910.134, Respiratory Protection Program, August 1999

FR Reg 190-5, Motor Vehicle Traffic Supervision and Installation Traffic Code, February 1998

KAR 22-7, Flammable and Combustible Liquids

KAR 28-16, Water Pollution Control

KAR 28-44, Petroleum Products Storage Tanks

KAR 28-48, Spill Reporting

K.S.A. 65-34, Kansas State Storage Tank Act

K.S.A. 65-5707, Kansas Emergency Planning and Community Right-To-Know Act

National Fire Protection Association (NFPA) 472

APPENDIX B

Fort Riley Spill History, 2007 - 2010

Fort Riley Annual Spill Report For 2007 By Volume

Date	Unit	Substance	Amount		Location
1/5/2007	101st Forward Support	JP-8	30	GAL	Camp Funston
1/10/2007	A Company	JP-8	100	GAL	Custer Hill
2/2/2007	ECS 33	Hydraulic Fluid	100	GAL	Camp Funston
3/27/2007	Main Post Shoppette	Fuel	4	GAL	Main Post
5/6/2007	Railroad	Battery Acid	1	GAL	Main Post
5/6/2007	Railroad	JP-8	450	GAL	Main Post
5/6/2007	Railroad	Oil	1	GAL	Main Post
6/6/2007	RSMS	Hydraulic Fluid	8	GAL	Camp Funston
6/19/2007	1-635 Armor	Bio-Diesel	100	GAL	Range
6/19/2007	1-635 Armor	Hydraulic Fluid	15	GAL	Range
10/14/2007	125th BSB, Echo Co.	JP-8	30	GAL	Range
10/17/2007	125th BSB, Echo Co.	JP-8	20	GAL	Custer Hill
10/23/2007	MATES	JP-8	5	GAL	Camp Funston
11/5/2007	2-70th Armor	JP-8	15	GAL	Custer Hill
11/6/2007	MATES	JP-8	3	GAL	Camp Funston
11/14/2007	1-13th Armor	JP-8	220	GAL	Custer Hill
11/28/2007	1-13th Armor	JP-8	45	GAL	Custer Hill
12/13/2007	1st Maintenance	Hydraulic Fluid	100	GAL	Custer Hill

Total: 1247 Gallons

Fort Riley Annual Spill Report For 2008 By Volume

Date	Unit	Substance	Amount		Location
1/15/2008	HHC	JP-8	35	GAL	Camp Funston
5/23/2008	ECS 33	Oil	10	GAL	Camp Funston
6/5/2008	Sea Coast	Hydraulic Fluid	25	GAL	Custer Hill
8/7/2008	172 Chemical Co.	Hydraulic Fluid	5	GAL	Custer Hill
9/2/2008	1st Engineer	Hydraulic Fluid	30	GAL	Custer Hill
9/24/2008	HHC, 299th BSB	JP-8	5	GAL	Custer Hill
11/19/2008	1-34th Armor	JP-8	6	GAL	Range

Total: 116 Gallons

Fort Riley Annual Spill Report For 2009 By Volume

Date	Unit	Substance	Amount		Location
1/6/2009	RSMS	Hydraulic Fluid	6	GAL	Camp Funston
1/15/2009	GDLS	JP-8	7	GAL	Custer Hill
1/16/2009	BAE Systems	Oil	6	GAL	Custer Hill
2/18/2009	Maintenance, LSI	Oil	15	GAL	Camp Funston
4/6/2009	DRMO	Hydraulic Fluid	10	GAL	Camp Funston
4/28/2009	P2	Hydraulic Fluid	24	GAL	Custer Hill
8/1/2009	DPW	Oil	50	GAL	Meade Heights
10/7/2009	2-1 GS Avn Bn	JP-8	10	GAL	Custer Hill
10/14/2009	Sea Coast	Hydraulic Fluid	20	GAL	Custer Hill
10/20/2009	3-1 AH Bn	JP-8	10	GAL	Marshall Army Airfield
10/26/2009	1-1 ARB, E Co.	JP-8	15	GAL	Range

Total: 173 Gallons

Fort Riley Annual Spill Report For 2010 By Volume

Date	Unit	Substance	Amount		Location
1/14/2010	Konza Construction	Oil	90	GAL	Custer Hill
2/11/2010	1-5th Field Artillery	JP-8	13	GAL	N/A
3/1/2010	299th FSC	Oil	20	GAL	Custer Hill
3/1/2010	299th FSC	Antifreeze	10	GAL	Custer Hill
3/8/2010	1-5th Field Artillery	Transmission Fluid	25	GAL	Custer Hill
4/6/2010	Milord Company	JP-8	20	GAL	Camp Funston
4/26/2010	Blueville Nursery	Hydraulic Fluid	5	GAL	Custer Hill
5/18/2010	2-34th Armor	JP-8	90	GAL	Custer Hill
5/21/2010	5/4 Cavalry	JP-8	30	GAL	Range
6/8/2010	Prater Mail Carrier	JP-8	20	GAL	Main Post
6/8/2010	1-16th Infantry	JP-8	5	GAL	Custer Hill
9/21/2010	Contractor	Oil	20	GAL	Main Post
10/28/2010	Rental Service Corp	Diesel Fuel	20	GAL	Camp Funston
12/07/2010	C Trp, 4-4 Cav	JP-8	100	GAL	TA-39

Total: 468 Gallons

APPENDIX C
Contact Phone Numbers of Organizations with Installation Response Team Members

Organization	Spill Prevention and Response Roles	Telephone Numbers
DES	• Provide OSC for Emergency spill response. • Provide equipment and operators for spill response. • Provide assistance in designing, building, repairing, and razing spill prevention and control structures. • Provide security and evacuation assistance for spill incident areas as requested by the OSC, and conduct traffic and crowd control during spill incident responses.	239-2411 239-4257 239-8921
DPW	• Provide OSC for clean up and restoration activities resulting from an Emergency spill response. • Provide OSC for all other spill response and cleanup activities. • Provide assistance to the OSC pertaining to personnel health and safety issues. • Provide expertise to ensure environmental damages are assessed and restoration is complete. • Notify RRT and DOD agencies if spill beyond local capabilities to control or clean up. • Complete spill reports and ensure appropriate notifications are made. • Identify environmental impact of potential spill scenarios. • Identify health and safety issues pertaining to spill prevention and control procedures. • Identify facilities that must have a SSSCP. • Assist in development, maintenance, and review of SSSCPs. • Perform spill prevention inspections and require necessary corrective actions. • Provide engineering support in evaluating spill prevention structure effectiveness.	239-8615
FROC	• Perform communication functions during an Emergency Spill Response when requested. The FROC will serve as a communications center and provide administrative space for involved entities.	239-2222
SJA	• Assist DPW in legal issues and requirements resulting from a spill. • Provide legal opinions to DPW as required to determine applicability of regulations to Fort Riley.	239-2217
PAO	• Coordinate preparation of news releases and response to queries resulting from a spill. • Escort civilian news media on Fort Riley.	239-2022 239-3033
MEDDAC	• Provide aid to the OSC in obtaining technical assistance from the U.S. Army Public Health Command Region-West. • Monitor the public health and welfare at Fort Riley during spill response operations to ensure that they comply with all health-related objectives. • As requested by the OSC, conduct investigations, consultations, special studies, and routine environmental surveys pertaining to public and responder health issues. • Dispatch emergency medical personnel and ambulances at the request of the OSC to provide first aid and transport to the hospital. • Conduct any necessary emergency medical monitoring during a toxic and/or hazardous substance(s) release.	239-7777

Organization	Spill Prevention and Response Roles	Telephone Numbers
MICC	• Provide contracting support necessary to respond to and clean up oil and hazardous substances spills. The DPW will coordinate with MICC to determine the appropriate sources and specific requirements needed for the incident.	239-1118
Assistant Chief of Staff, Installation Management	• At the request of the OSC, provide Emergency and Non-emergency response personnel and associated equipment (from tactical resources of military units) required beyond that available within DES and DPW.	239-3091
Installation Response Team	• The Installation Response Team will ensure that all of the contributing organizations duties are completed. • The spill site is cleaned IAW all regulations. • All of the materials that were used are collected and properly disposed of. • All of the equipment used is maintained, cleaned, and returned to the owner. • All documentation (i.e. logs, reports) is provided to the OSC upon completion of all operations. • Participate in the After Action Review.	239-3091

APPENDIX D

Key Points for the Site-Specific Spill Contingency Plan

This appendix lists key requirements for a Site-Specific Spill Contingency Plan (SSSCP)

1. The phone number for the duty Environmental Team Leader (ETL) responsible for spill prevention and coordinating response.

2. The records of completed training of ETL and Environmental Team Members (primary and alternates). Training records may be kept in the environmental site file.

3. A description of the facility, including a description of secondary containment and/or diversionary structures.

4. A description of deficiencies and required corrective measures to reduce the risk of spills.

5. A map of the facility that identifies waterways, drainage flow, and the location of operations.

6. All site-specific Standard Operating Procedures for handling oil and hazardous substances.

7. A list of all emergency equipment and supplies available and maintained for spill containment and clean up. This list must include the location and description of each item on the list, and a brief description of its capabilities.

8. Inventory and Material Safety Data Sheets for all oil and hazardous substances at this site.

9. Inspection procedures and results.

10. Copies of all Fort Riley Spill Incident Reports for this site.

11. Emergency evacuation procedures for personnel that describes verbal and mechanical signals for evacuation, and the primary and alternate evacuation routes to be used.

12. Procedures for the notification and response for spills by the organization.

13. SSSCPs must be reviewed annually. The review must be completed prior to the 1 year anniversary of the published date listed on the front page of the SSSCP and annually thereafter if no changes are required. The ETL will date and sign Appendix A to verify that the SSSCP has been reviewed. If changes are required, the ETL will make pen and ink changes to a copy of the plan and pass the plan to their compliance inspector who will turn it over to the spill coordinator to update the plan and return it to the unit through the compliance inspector.

APPENDIX E

Operational Sites Required to Have a Site-Specific Spill Contingency Plan

Building Number	Operational Sites	Building Number	Operational Sites
240	Central Texas College	1470	Equipment Concentration Site
334, 336, 337, 338, 352, 368, 372	DPW Maintenance	1580, 1633, 1693, 1694, 1972	Regional Sustainment Maintenance Site
349	DPW Pesticides	1802, 1820	*
385,387	10th ASOS	1828	*
600	IACH Histology Lab	1930	Hazardous Material Processing Center
600	IACH Operating Room	1945	Environmental Waste Management Center
600	IACH Logistics	1950, 1952, 1953	Defense Reutilization and Marketing Office
600	IACH Medical Maintenance	1966	Forscom Maintenance Team
600	IACH Mammography		
640	AAFES Main Post Gas Station	2650	Water Treatment Plant
727	*	5206	DFMWR Golf Course
741	MATES ATEAM Maintenance Site	5207	DFMWR Pesticides
772	*	7120	*
774	*	7173	*
776	*	7175	DPW Preventive Maintenance
778	*	7350	*
817	*	7500	*
820	*	7520	*
833	*	7720	*
837	*	7740	*
840	*	7753	Auto Craft Shop
853	*	7760	*
863	*	7780	*
918	Ammunition Supply Point	7900	*
1460	MATES	7920	DOL Supply Warehouse

Building Number	Operational Sites	Building Number	Operational Sites
7940	*	8390	*
7960	*	8410	*
8100, 332, 375, 833	Contractor	8650	*
8130	DPW Wastewater Treatment Plant Lab	8660	*
8300	*	8670	*
8311	DOL Tank Farm	8680	*
8312	DOL Hazardous Material Management Center	8750	*
8330	*	9084	Range 18
8340	*	9319	Multi Purpose Range Complex
8360	*	88316	*
8370	*		

* Denotes that due to deployments the military organizations have not been static, if any of these sites are operational the organization will be required to have a SSSCP.

Due to new construction there may be other sites that require a SSSCP that are not on this list.

APPENDIX F

Fort Riley Spill Incident Report

To be Filled Out by Unit / Activity

DATE OF SPILL:_____ **TIME OF SPILL:**_____

SUBSTANCE:_____ **QUANTITY:**_____

UNIT/ACTIVITY:_____ **BLDG:**_____

POC/SUPERVISOR:_____ **PHONE #:**_____

CAUSE:_____

VEHICLE TYPE:_____ **LOCATION:**_____

(E.g; HET - if applicable) **BLDG # (NEAREST):**_____

GRID: _____

CLEAN UP ACTIONS TAKEN:_____

SOIL EXCAVATED - VOLUME:_____ **AREA:**_____

ABSORBENTS USED - SPECIFIC TYPE:_____ **QTY:**_____

MATERIALS USED FOR CLEAN-UP:_____

WHERE WERE MATERIALS DISPOSED OF?_____

ESTIMATED WORK-HOURS INVOLVED FOR CLEAN UP:_____

COMPLETION DATE OF CLEAN-UP AND DISPOSAL:_____

CONTAMINATION OF WATER?:_____

(E.g; Stream - if applicable)

CONTAMINATION OF SANITARY SEWER OR STORM DRAIN?:_____

WAS THE POST EMERGENCY SERVICES CONTACTED?:_____

WAS THE DPW FIRE DEPARTMENT CONTACTED?:_____

COMMENTS:_____

UNIT PERSONNEL COMPLETING THIS REPORT, NAME AND TITLE:_____

SIGNATURE:_____

DATE:_____

NOTE : The Unit/Activity must provide copies of this report to the following: 1) Pollution Prevention Branch 2) Compliance Branch 3) Unit/Activity on-site file within 5 working days of spill

APPENDIX G

Aboveground Storage Tanks And Underground Storage Tanks

Regulated ASTs permitted by Fort Riley as of January 2010

AST#	BLDG	#	KDHE#	TI	CAPACITY	CONTENTS	CONFIG	STATUS	UL#
1	219		44871A001	2012	1006	DIESEL	H-R	IN USE	
2	332		43184A001	1996	1000	USED OIL	H-R	IN USE	M20138
3	388	A	43498A001	1998	8000	MOGAS	H-O	IN USE	A441358
4	388	B	43498A002	1998	8000	DIESEL	H-O	IN USE	A441359
5	393		44249A001	2004	1250	FERROUS CHLORIDE	V-C	IN USE	T-2001
6	640	A	43486A001	1999	12000	GASOLINE	H-C	IN USE	A404008
7	640	B	43486A002	1999	12000	GASOLINE	H-C	IN USE	A404009
8	640	C	43486A003	1999	12000	GASOLINE	H-C	IN USE	A404010
9	709	A	44681A001	2007	20000	JP-8	V-C	Not Used	199467
10	709	B	44681A002	2007	20000	JP-8	V-C	Not Used	199480
11	817		44750A001	2009	1000	USED OIL	H-R	IN USE	M20129
12	818		44847a001	2011	1000	USED OIL	H-R	IN USE	M20157
13	833		44846A001	2011	1000	USED OIL	H-R	IN USE	
14	853		44749A001	2009	1000	USED OIL	H-R	IN USE	M20131
15	863		44748A001	2009	1000	USED OIL	H-R	IN USE	M20134
16	820		43185A001	1996	1000	USED OIL	H-R	IN USE	M20135
17	1320	A	44874A001	2012	2000	DIESEL	H-R	IN USE	
18	1320	B	44874A002	2012	2000	DIESEL	H-R	IN USE	
19	1470		42418A001	1993	1000	USED OIL	H-R	IN USE	644433
20	1671	A	44839A001	2011	5000	DIESEL	H-R	IN USE	P560263
21	1802		44664A001	2009	1000	USED OIL	H-R	IN USE	P560262
22	1806		44751A001	2009	1000	USED OIL	H-R	IN USE	M20128
23	1820		44421A001	2006	1000	USED OIL	H-C	IN USE	1-KS-50
24	1828		44422A001	2006	1000	USED OIL	H-R	IN USE	P560261
25	1940	A	42416A011	1997	6000	OFF SPEC	H-C	IN USE	A441125
26	1940	B	42416A012	1997	6000	OFF SPEC	H-C	IN USE	A441128
27	1940	C	42416A013	1997	6000	OFF SPEC	H-C	IN USE	A441127
28	1940	D	42416A014	1997	6000	OFF SPEC	H-C	IN USE	A441126
29	1966		44420A001	2006	1000	USED OIL	H-R	IN USE	P560260
30	2593		44247A001	2005	1600	FERROUS CHLORIDE	V-C	IN USE	T-2201
31	2650	A	44900A001	2012	4400	SODIUM HYPOCHLORITE	V-C	IN USE	
32	2650	B	44900A002	2012	4400	SODIUM HYPOCHLORITE	V-C	IN USE	
33	5320	A	42890A001	1995	6000	GASOLINE	H-C	IN USE	511042
34	5320	B	42890A002	1995	6000	GASOLINE	H-C	IN USE	511043
35	5320	C	42890A003	1995	6000	GASOLINE	H-C	IN USE	646894

AST#	BLDG	#	KDHE#	TI	CAPACITY	CONTENTS	CONFIG	STATUS	UL#
36	5320	D	42890A004	1995	6000	GASOLINE	H-C	IN USE	646895
37	7120	A	43187A001	1996	1000	USED OIL	H-R	IN USE	M20124
38	7120	B	43187A002	1996	1000	USED OIL	H-R	IN USE	M20153
39	7173		44746A001	2009	1000	USED OIL	H-R	IN USE	
40	7350	A	43179A001	1996	1000	USED OIL	H-R	IN USE	M20020
41	7350	B	43179A002	1996	1000	USED OIL	H-R	IN USE	M20126
42	7700		44728A001	2009	6000	DIESEL	H-R	IN USE	
43	7700		43439A001	1999	1000	DIESEL	H-R	IN USE	L809267
44	7720	A	43181A001	1996	1000	USED OIL	H-R	IN USE	M20022
45	7720	B	43181A002	1996	1000	USED OIL	H-R	IN USE	M20137
46	7740	A	43190A001	1996	1000	USED OIL	H-R	IN USE	M20125
47	7740	B	43190A002	1996	1000	USED OIL	H-R	IN USE	M20154
48	7753		43210A001	1996	1000	USED OIL	H-R	IN USE	L809265
49	7760		43191A001	1996	1000	USED OIL	H-R	IN USE	M20149
50	7760		44399A001	2006	2000	USED OIL	H-R	IN USE	
51	7780	A	43192A001	1996	1000	USED OIL	H-R	IN USE	M20141
52	7780	B	43192A002	2006	2000	USED OIL	H-R	IN USE	
53	7900	A	43193A001	1996	1000	USED OIL	H-R	IN USE	M20123
54	7900	B	43193A002	1996	1000	USED OIL	H-R	IN USE	M20152
55	7920		43945A001	2002	1000	USED OIL	H-R	IN USE	L809268
56	7940	A	43194A001	1996	1000	USED OIL	H-R	IN USE	M20122
57	7940	B	43194A002	1996	1000	USED OIL	H-R	IN USE	M20133
58	7960	A	43195A001	1996	1000	USED OIL	H-R	IN USE	M20142
59	7960	B	43195A002	1996	1000	USED OIL	H-R	IN USE	M20150
60	8100	A	43443A001	1998	2000	USED OIL	H-O	IN USE	A441180
61	8100	B	43443A003	1998	4000	BULK OIL	H-O	IN USE	A441181
62	8100	C	43443A004	1998	4000	BULK OIL	H-O	IN USE	A441183
63	8100	D	43443A005	1998	4000	BULK OIL	H-O	IN USE	A441182
64	8100	E	43443A007	1998	6000	FUEL OIL	H-O	IN USE	A441187
65	8100	F	43443A002	1998	2000	MOGAS	H-O	IN USE	A441178
66	8100	G	43443A006	1998	4000	USED OIL	H-O	IN USE	A441184
67	8156		44248A001	2004	8000	SODIUM HYDROXIDE	V-C	IN USE	T-1701
68	8160		44400A001	2006	730	DIESEL	H-R	IN USE	N/A
69	8300	A	43196A001	1996	1000	USED OIL	H-R	IN USE	M201121
70	8300	B	43196A002	1996	1000	USED OIL	H-R	IN USE	M20132
71	8314	A	42417A001	1987	100000	JP-8	V-C	IN USE	8314A
72	8314	B	42417A002	1987	100000	JP-8	V-C	IN USE	8314B
73	8314	C	42417A003	1987	30000	DIESEL	V-C	IN USE	8314C
74	8314	D	42417A004	1987	30000	MOGAS	V-C	IN USE	8314D
75	8314	E	42417A005	1987	10000	KEROSENE	V-C	IN USE	8314E
76	8314	F	42417A006	1987	10000	OFF SPEC	V-C	IN USE	8314F
77	8330	A	43198A001	1996	1000	USED OIL	H-R	IN USE	M20145
78	8330	B	43198A002	1996	1000	USED OIL	H-R	IN USE	M20147

AST#	BLDG	#	KDHE#	TI	CAPACITY	CONTENTS	CONFIG	STATUS	UL#
79	8340		43199A001	1996	1000	USED OIL	H-R	IN USE	M20144
80	8360		43200A001	1996	1000	USED OIL	H-R	IN USE	M20127
81	8370	A	43182A001	1996	1000	USED OIL	H-R	IN USE	M20021
82	8370	B	43182A002	1996	1000	USED OIL	H-R	IN USE	M20139
83	8380	A	29790A001	1996	1000	USED OIL	H-R	IN USE	M20146
84	8380	B	29790A002	1996	1000	USED OIL	H-R	IN USE	M20155
85	8390	A	43201A001	1996	1000	USED OIL	H-R	IN USE	M20148
86	8390	B	43201A002	1996	1000	USED OIL	H-R	IN USE	M20156
87	8410	A	43183A001	1996	1000	USED OIL	H-R	IN USE	M20018
88	8410	B	43183A002	1996	1000	USED OIL	H-R	IN USE	M20151
89	8570	A	44814A001	2010	20000	JP-8	H-C	IN USE	C944107
90	8570	B	44814A002	2010	20000	JP-8	H-C	IN USE	C944110
91	8570	C	44814A003	2010	20000	JP-8	H-C	IN USE	C944107
92	8570	D	44814A004	2010	20000	JP-8	H-C	IN USE	C944107
93	9084	A	43264A001	1997	1000	USED OIL	H-R	IN USE	M20120
94	9084	B	43264A002	2008	1000	DIESEL	H-R	IN USE	
95	9160	A	44745A001	2009	1000	BIO-DIESEL	H-R	IN USE	M20024
96	9300	A	43946A001	2002	1000	DIESEL	H-R	IN USE	L809269
97	9300	B	43946A002	2004	1000	MOGAS	H-R	IN USE	
98	9319	A	43202A001	1996	1000	USED OIL	H-R	IN USE	M20019
99	9319	B	43202A002	1996	1000	USED OIL	H-R	IN USE	M20023
100	9915B		44665A001	2009	1000	DIESEL	H-R	IN USE	
101	D St	A	44747A001	2009	1000	BIO-DIESEL	H-R	IN USE	17725
102	D St	B	44838A001	2011	5000	JP-8	H-C	IN USE	06-505/2-KS-5000
103	Huebner & 4th		44872A001	2012	1200	DIESEL	H-R	IN USE	

Unregulated ASTs operated by Ft. Riley as of January 2010

AST#	BLDG	#	KDHE#	TI	CAPACITY	CONTENTS	CONFIG	STATUS	UL#
1	221		GEN	1990	40	DIESEL	H-R	IN USE	
2	332		SKIMMER	1997	250	USED OIL	H-R	IN USE	
3	446		Cooking Oil	2007	300	USED OIL	H-R	IN USE	
4	600		Cooking Oil	2007	300	USED OIL	H-R	IN USE	
5	694		Cooking Oil	2007	300	USED OIL	H-R	IN USE	
6	694		Cooking Oil	2007	300	USED OIL	H-R	IN USE	
7	774	A	USED OIL	2009	500	USED OIL	H-R	IN USE	
8	774	B	USED OIL	2009	500	USED OIL	H-R	IN USE	
9	776	A	USED OIL	2009	500	USED OIL	H-R	IN USE	
10	776	B	USED OIL	2009	500	USED OIL	H-R	IN USE	
11	778	A	USED OIL	2009	500	USED OIL	H-R	IN USE	
12	778	B	USED OIL	2009	500	USED OIL	H-R	IN USE	
13	899		GEN	1990	40	DIESEL	H-R	IN USE	
14	1520	A	SKIMMER	NA	500	USED OIL	H-C	IN USE	

AST#	BLDG	#	KDHE#	TI	CAPACITY	CONTENTS	CONFIG	STATUS	UL#
15	1520	B	SKIMMER	NA	500	USED OIL	H-C	IN USE	
16	2210		Cooking Oil	2007	300	USED OIL	H-R	IN USE	
17	2210		Cooking Oil	2007	300	USED OIL	H-R	IN USE	
18	2210		Cooking Oil	2007	300	USED OIL	H-R	IN USE	
19	2210		Cooking Oil	2007	300	USED OIL	H-R	IN USE	
20	2310		GEN	1997	50	DIESEL	H-R	IN USE	
21	2600		Cooking Oil	2007	300	USED OIL	H-R	IN USE	
22	3206		N/A	1990	500	DIESEL	H-C	IN USE	
23	5202		Cooking Oil	2007	300	USED OIL	H-R	IN USE	
					250	DIESEL			
24	5205		FUEL	2004	250	MOGAS	SPLIT TANK	IN USE	
25	6922		Cooking Oil	2007	300	USED OIL	H-R	IN USE	
26	7011		Cooking Oil	2007	300	USED OIL	H-R	IN USE	
27	7011		Cooking Oil	2007	300	USED OIL	H-R	IN USE	
28	7485		Cooking Oil	2007	300	USED OIL	H-R	IN USE	
29	7673		Cooking Oil	2007	300	USED OIL	H-R	IN USE	
30	7673		Cooking Oil	2007	300	USED OIL	H-R	IN USE	
31	7958		GEN	1990	40	DIESEL	H-R	IN USE	
32	8063		Cooking Oil	2007	300	USED OIL	H-R	IN USE	
33	8100	H	ANTI-FRZE	1996	1000	ANTI-FRZE	H-R	IN USE	
34	8100	I	ANTI-FRZE	1996	1000	ANTI-FRZE	H-R	IN USE	
35	8100	J	ANTI-FRZE	1996	1000	ANTI-FRZE	H-R	IN USE	
36	8100	K	ANTI-FRZE	1996	1000	ANTI-FRZE	H-R	IN USE	
37	8319	A	SKIMMER	1997	500	USED OIL	H-C	IN USE	
38	8319	B	SKIMMER	1997	500	USED OIL	H-C	IN USE	
39	8399	A	SKIMMER	1997	500	USED OIL	H-C	IN USE	
40	8399	B	SKIMMER	1997	500	USED OIL	H-C	IN USE	
41	8555	A	SKIMMER	1998	250	USED OIL	H-R	IN USE	
42	8555	B	SKIMMER	1998	250	USED OIL	H-R	IN USE	
43	8566	A	SKIMMER	1997	500	USED OIL	H-C	IN USE	
44	8566	B	SKIMMER	1997	500	USED OIL	H-C	IN USE	
45	8650	A	USED OIL	2009	550	USED OIL	H-R	IN USE	
46	8650	B	USED OIL	2009	550	USED OIL	H-R	IN USE	
47	8660	A	USED OIL	2009	550	USED OIL	H-R	IN USE	
48	8660	B	USED OIL	2009	550	USED OIL	H-R	IN USE	
49	8670	A	USED OIL	2011	550	USED OIL	H-R	IN USE	
50	8670	B	USED OIL	2011	550	USED OIL	H-R	IN USE	
51	8680	A	USED OIL	2011	550	USED OIL	H-R	IN USE	
52	8680	B	USED OIL	2011	550	USED OIL	H-R	IN USE	
53	9300		USED OIL	1996	250	USED OIL	H-R	IN USE	

Regulated ASTs permitted by Ft. Riley tenants as of January 2010

AST#	BLDG	#	KDHE#	TI	CAPACITY	CONTENTS	CONFIG	STATUS	UL#
1	1520	A	43146A001	1997	1000	USED OIL	H-C	IN USE	
2	1520	B	43146A002	1997	1000	USED OIL	H-C	IN USE	
3	T-7		43482A001	1998	1000	USED	H-C	IN USE	
4	1694		43482A002	1998	1000	USED OIL	H-C	IN USE	
5	1976		43482A001	2004	1000	USED OIL	H-C	IN USE	
6	2370	A	42936A009	1990	2000	MOGAS	H-C	IN USE	

Unregulated ASTs operated by Ft. Riley tenants/contractors as of January 2010

AST#	BLDG	#	KDHE#	TI	CAPACITY	CONTENTS	CONFIG	STATUS	UL#
1	1460	A	N/A	1995	500	USED OIL	H-C	IN USE	
2	1460	B	N/A	1997	300	USED OIL	H-R	IN USE	
3	1460	C	N/A	1990	500	DIESEL	H-C	IN USE	
4	2370	B	N/A	1990	250	MOGAS	H-C	IN USE	

USTs permitted by Ft. Riley as of January 2010

UST#	BLDG	#	KDHE#	TI	CAPACITY	CONTENTS	TCM	STATUS	UL#
1	600		23650U253	1981	5000	FUEL OIL	FBRGLS	IN USE	
2	615		23650U022	1981	20000	FUEL OIL	STEEL	IN USE	
3	2597	A	30298U205	2008	20000	GASOLINE	FBRGLS	IN USE	
4					12000	GASOLINE		IN USE	
5	2597	B	30298U206	2008	10000	DIESEL	SPLIT TANK	IN USE	
6	6914	A	30486U001	2011	20000	GASOLINE	FBRGLS	IN USE	
7	6914	B	30486U002	2011	15000	GASOLINE	FBRGLS	IN USE	

USTs permitted by Ft. Riley tenants as of January 2010

UST#	BLDG	#	KDHE#	TI	CAPACITY	CONTENTS	TCM	STATUS	UL#
1	1460	A	29789U001	1990	8000	DIESEL	STEEL	IN USE	
2	1460	B	29789U002	1990	8000	DIESEL	STEEL	IN USE	

TI: Tank Install Year
C: Cylindrical
O: Oval
H: Horizontal
V: Vertical
R: Rectangular
Config: Configuration
TCM: Tank Construction Material
FBRGLS: Fiberglass

* Indicates that the Permit was not issued by KDHE at the time of printing

APPENDIX H

Emergency Assistance Telephone Numbers

These phone numbers can provide contacts for personnel, technical assistance, and resources as needed in a spill. These Branches can be notified at the request of the OSC.

Personnel, Agency, or Department	Hours of Operation	Phone No.	Duties and Responsibilities
FORT RILEY			
DIRECTORATE OF PUBLIC WORKS, ENVIRONMENTAL DIVISION **Director**	0700-1600 M-F	 **239-8619**	The Directorate of Public Works, Environmental Division Chief has designated the Spill Program Coordinator as the OSC. The Spill Program Coordinator will be responsible for responding to all spills as directed by the DES Fire Department; to provide technical guidance; to assume the role of OSC when the DES Fire Department deems the hazard under control; and to notify agencies in the event of a reportable quantity spilled**.**
Pollution Prevention Branch Hazardous Waste Waste Minimization EWMC Recycle Center Solid Waste Storage Tanks/Spill Program		**239-3515** 239-8436 239-8163 239-6797 239-2094 239-2385 239-8615	
Compliance Branch Water Programs Stormwater Air Program		**239-3272** 239-2630 239-8491 239-2144	
Conservation Branch Fish/Wildlife T&E Biologist Conservation Officer Archeology Historic Buildings		**239-8574** 239-8579 239-2537 239-8574 239-3976 239-6646	
INSTALLATION SAFETY OFFICE Garrison Safety Manager		 239-8469	

FORT RILEY			
DES **Fire Department** **Police Department**	24 hours	**911** **239-4257** **239-2431**	First responder to the incident serves as the OSC until the hazard is controlled and is responsible for the control of fire-related complications at spill site.
Fort Riley Operations Center	24 hours	**239-2222**	Serves as a central communications and information clearinghouse; will maintain list of person(s) to notify in the event of a spill.
DPW Director Operations and Maintenance, Chief Roads & Grounds Waste Water	0700-1600	 239-3906 239-3908 239-8191 239-5144	Provides equipment and personnel, as needed, in the containment, control, and clean up of a spill.
DRMO Chief Environmental Office	0700-1530	**239-0531** ext. 931 239-0531 ext. 944	Disposes of all controlled/hazardous substances produced as a result of activities from Fort Riley.
Directorate of Logistics (DOL)	0700-1600	**239-5025**	Works with DPW to identify safe alternatives to replace hazardous toxic supplies.
Public Affairs Office	0800-1700	**239-2022** **239-3033**	Responsible for the release of information to the public as well as internal and external information to dispel rumors and fear.
Range Branch	24 hours 0700-1600	239-4281 239-4200	Makes the appropriate spill notifications; ensures safe access to spill sites in down range areas; provides assistance at the request of the OSC.
MEDDAC Ambulance Emergency Room	24 hours	 911 239-7777	Provides medical care and transportation for injured and ill individuals.

COUNTY/LOCAL			
Riley County Police Department Commissioners Health Department LEPC	 24 hours 0800-1700	 537-2112 537-6394 776-4779 537-6333	As a component of the LEPC, Fort Riley has a mutual aid agreement with the various agencies of the surrounding area.
Geary County Sheriff Commissioners Health Department LEPC	 24 hours 0800-1700	 238-2261 238-4300 762-5788 238-1290	As a component of the LEPC, Fort Riley has a mutual aid agreement with the various agencies of the surrounding area.
Clay County Sheriff Commissioners Health Department LEPC	 24 hours 0800-1700	 632-5601 632-5237 632-3193 632-2166	As a component of the LEPC, Fort Riley has a mutual aid agreement with the various agencies of the surrounding area.
Junction City Police Department Fire Department Ambulance Service	 24 hours	 762-5912 238-6822 238-6822	As a component of the LEPC, Fort Riley has a mutual aid agreement with the various agencies of the surrounding area.
City of Manhattan Police Department Fire Department Ambulance Service Health Department	 24 hours	 537-2112 587-4500 539-3535 776-4779	As a component of the LEPC, Fort Riley has a mutual aid agreement with the various agencies of the surrounding area.
City of Ogden Police Department Fire Department	 24 hours	 537-2112 537-2112	As a component of the LEPC, Fort Riley has a mutual aid agreement with the various agencies of the surrounding area.

STATE OF KANSAS			
Kansas Division of Emergency Management Spills Terrorism Events	24 hours	800-275-0297 785-296-8013 785-296-3176	Notified for spills of all hazardous materials. If needed, can assist in responding to spills, fires, injuries, and other emergencies.
Kansas Department of Health and Environment **Environmental Remediation**	After hours 0800-1700	785-296-0614 785-296-1679 785-827-9639	Notified in the event of a spill of a reportable quantity or with the potential to pollute water. If needed, provides information for prevention or treatment of effects from a spill event.
Kansas Poison Control Centers Mid America Poison Center	**24 hours**	800-222-1222	Provides poison prevention and treatment information.
Kansas Department of Wildlife and Parks Headquarters Environmental Services Section	 0800-1900 0800-1700	 316-672-5911 785-273-5176	Notified when a spill has the potential to cause a fish kill. Provides assistance to prevent and treat damage to aquatic populations.
Kansas State University Climatology	0800-1700	785-532-7019	Provides weather information at the request of the OSC.
Kansas Highway Patrol Junction City, Kansas Topeka, Kansas	24 hours 24 hours 0800-1700	785-827-4437 785-762-5616 785-296-3102	If needed, provides support in emergency situations.
Kansas Geological Survey	0800-1700	785-864-3965	If needed, provides information to assist in containing and cleaning up a spill.
Kansas Department of Agriculture Program Manager Primary Coordinator	 0800-1700 24 hours	 785-296-3786 785-484-3344 or 357-3237	If needed, provides technical information on preventing and cleaning up pesticide spills.

FEDERAL			
US EPA, Region VII Emergency Planning & Response Branch, Spill Line Federal Facilities Coordinator	24 hours 0800-1700	913-281-6828 913-236-2823	Notified in the event of a spill of a reportable quantity. If needed, provides teams as required. Notified immediately in the event of a reportable quantity spill.
National Response Center	24 hours	800-424-8802	Notified in the event of a reportable quantity spill. Provides information if reportable quantity is exceeded.
Corps of Eng, Kansas City Emergency Management Branch	24 hours	816-426-6320	Notified in the event of a spill that occurs on Corps property; may provide assistance in containment.
CHEMTREC	24 hours	800-424-9300	If needed, provides information about personal protection equipment, response actions, etc.

DEPARTMENT OF ARMY			
Army Environmental Center	24 hours	410-436-4714	Notified in the event of a reportable quantity spill.
Army Operations Center	24 hours	703-695-6828	Notified in the event of a reportable quantity spill.
Hazardous Technical Information System	0800-1700	1-800-848-4847	Can provide product information of hazardous materials.
IMCOM Environmental Branch		309-782-5946 DSN 793-5946	Can provide technical information, etc. Notified of any spill over 500 gallons or reportable quantity.

APPENDIX I

Additional Prediction, Prevention, and Countermeasures for Aboveground Storage Tanks, Underground Storage Tanks, and Accumulation Points

1. Underground Storage Tanks

a. The Fort Riley underground storage tank (UST) program was developed in response to 40 CFR 280 and the Kansas Storage Tank Act, which outlines the requirements for UST's storing petroleum and hazardous substances. Currently, Fort Riley has seven UST's that are permitted by Fort Riley that are used for the storage of petroleum products. There are two UST's that are permitted by Fort Riley tenants that are used for the storage of petroleum products. No UST's are used to store hazardous wastes. A list of UST's is in Appendix G.

b. The Kansas Department of Health and Environment (KDHE) requires that all UST's be registered annually (KAR 28-44-17). KDHE issues permits to UST owners who have satisfied the regulations that apply to the tanks. Permits are maintained and displayed at the unit/activity responsible for the UST. Fort Riley currently meets release detection requirements through Cathodic Protection and Automatic Tank Gauging (KAR 28-44-23).

c. Inventory control is performed every operating day for all UST systems that store and dispense fuel. If no fuel is dispensed from a tank on a regular basis, the inventory is performed and reconciled once a month. If a shortage of greater than 1% of the flow-through plus 130 gallons in a one-month period is indicated, then an investigation must be implemented by the organization that owns the UST. Inputs, withdrawals, and the remaining volume must be recorded each operating day with measurements made before and after each delivery. Product-level measurements must be within one-eighth of one inch, and product metering to within 6 cubic inches for each 5 gallons. The water level within the tank must be determined and recorded at least once a month. Manual gauging will provide a substitute to inventory control requirements for all used oil storage tanks with capacities of 2000 gallons or less. Personnel manually gauge tanks weekly to determine product level, which would also indicate underground leakage or water infiltration due to faulty storage tanks or piping.

d. An environmental site assessment must be performed for any UST that is to be permanently closed. KDHE must be notified before a UST is removed or abandoned in place. If a tank is abandoned in place, Fort Riley must hire an environmental professional to perform the site assessment prior to abandonment (KAR 28-44-26).

e. Since it is difficult to accurately estimate the quantity of a UST release, all releases from UST systems and associated piping must be reported to the appropriate KDHE district office.

f. DPW is responsible for reporting all releases to the appropriate offices and for updating and reviewing the regulatory checklist for USTs. DPW will ensure that any UST modification and repair are conducted pursuant to notification and permitting requirements as specified in KAR 28-44-15 and KAR 28-44-16.

2. Aboveground Storage Tanks

a. The Fort Riley aboveground storage tank (AST) Program was developed in response to federal and state regulations that outline requirements for AST's storing oil and hazardous substances. Currently, Fort Riley has 94 AST's with a storage capacity greater than 660 gallons. There are Five AST's that are permitted by Fort Riley tenants that are used for the storage of petroleum products. A list of regulated AST's is in Appendix G.

b. AST's regulated by the state of Kansas require an operating permit from KDHE. This permit is obtained by providing KDHE with information on tank location, age, size, type, and associated equipment and fee payment. Each permit is valid from 1 August of the year issued until July 31 of the following year. The permit must be available for inspection by bulk fuel deliverers. If this permit is not available, the facility will not be allowed to receive fuel in these tanks (KAR 28-44-29).

c. Fort Riley registers all AST's with capacities greater than 660 gallons with the state of Kansas. Permits are displayed and maintained at the operational site responsible for that AST.

d. Secondary containment is required for all AST's. This includes AST's at dining facilities used to collect animal fats and used cooking oil. An example of secondary containment is the containment surrounding the three 12,000-gallon AST's at the Main Post Shoppette. The containment basin is concrete and designed to contain the largest tank volume plus 10% (KAR 22-7-8[a][2][D]). The secondary containment surrounding the AST's at the POL Tank Farm is constructed of bentonite clay.

e. Aboveground storage tanks and secondary containment are inspected by operating personnel for signs of deterioration, leaks that might cause a spill, or accumulation of free product inside the containment areas. All visible leaks must be promptly repaired and all non-visible leaks discovered by any other means must be identified and corrected.

3. Hazardous Waste, Universal Wastes, and Controlled Material Accumulation Points

a. Accumulation Points (AP's) are located at all generation sites on Fort Riley that store and/or collect hazardous waste, universal waste, and controlled materials. AP's are maintained according to the Fort Riley Environmental Management Plan and every generation site is required to have a copy of the plan. These sites do not require permits according to 40 CFR 262.34 since they are either satellite accumulation points or they store wastes for less than 90 days.

b. For AP's to meet the requirements of 40 CFR 262.34 and Subpart I of 40 CFR 264, the following must be ensured:

- Waste must be containerized
- Containers must be in good condition (no leaks)
- Containers must be compatible with waste
- Incompatible wastes must be segregated
- Containers must remain closed during storage
- Containers must be stored, handled, and opened carefully to avoid leaks/spills
- Generators must conduct weekly inspections
- Wastes must be properly labeled
- Accumulation start date must be visible for inspection

c. Waste generators must have an environmental team trained in the proper management (including record keeping) of hazardous waste, universal waste, and controlled materials. One team member is the Environmental Team Leader for the generation site. Team training is provided by the DPW Environmental Division.

d. Waste generators must have a Site-Specific Spill Contingency Plan.

e. The DPW Environmental Division Compliance Branch conducts formal inspections of all Hazardous Waste, Universal Waste, and Controlled Material Accumulation Points and associated sites.

APPENDIX J

ORGANIZATION WEEKLY MULTI-MEDIA INSPECTION CHECKLIST

RESULTS:	**COMPLIANT**	**NON- COMPLIANT**

1. References:

a. U.S. Code of Federal Regulations (CFR) Title 40 Parts 260-282; 49 CFR Parts 171-173.
b. Kansas Statutes Annotated 65-3430 et seq., Kansas Administrative Regulations 28-31-1 through 28-31-14.
c. Fort Riley Environmental Management Plan, 2005, et seq.

2. General Information:

a. Date and Time of Inspection:	
b. Inspected Organization & Bldg. Number:	
c. Inspector Name & Telephone Number:	
d. Environmental Team Leader Certification: (Review and sign inspections monthly)	

3. Criteria: **C (Compliant)** **NC (Non-Compliant)** **COS (Corrected on Spot)** **NA (Not Applicable)**

NOTE: For your information, **minimum** fines possible by the Kansas Department of Health & Environment are in parenthesis. The amount of the fine will be increased by the number of days in violation and number of containers in violation.

Additional information may be attached to this form if necessary.

A. Site File				**($500-10000)**
(1) •Generation Statement. •Environmental Team Appointment Orders. •Environmental Team Training Memorandums. •All Environmental Team personnel training up-to-date. •Current SSSCP. •SSSCP annual training documented. •Spill Reports. •Ft. Riley EMP on site.	C	NC	COS	Comments
(2) •Weekly inspections up-to-date. •Environmental Team Leader Certification				

completed.				

B. Hazardous Waste, Universal Waste, Controlled Material & Satellite Accumulation Points (HWAP, UWAP, CMAP, SAP)				**($1000-10000)**
(1) •HW, UW and CM Danger & No Smoking sign in place. •POC name & number on sign. •Site accessible. •Adequate aisle space. •Handling procedures posted. •No usable products stored. •Incompatible wastes separated. •Separate containers for each waste. •Oil & fuel filters drained correctly. •Asbestos collected correctly. •Good general housekeeping.	C	NC	COS	Comments
(2) SAP: Waste turned in within 6 months of generation start date or 3 days of full container. •Only 1 container of each type of waste, not to exceed a total of 55 gallons**. HWAP:** Waste turned in within 75 days of accumulation start date. **UWAP/CMAP:** Waste & material turned in within 6 months of accumulation start date.				
(3) •Appropriate marking used. •Contents identified on marking with permanent ink. •Start date on marking. •Containers stenciled if applicable. •All other product labeling removed or obliterated. •Containers spillproof and in good condition. •Appropriate headspace left. •Waste or material overpacked in drums if containers are leaking, corroded, or deteriorated.				
(4) •Spill kit & absorbent stored at site. (Motor pools must use 85 & 55 gal drums). •Fire extinguisher near site (20 lb. ABC).				

C. Collection Shelter					**($1000-5000)**
•Drained 5-gallon metal containers and air filters stored correctly. •Containment floor empty and clean. •Handling procedures posted. •Good housekeeping.	C	NC	COS	NA	Comments

D. Work Area					**($2000-10000)**
•No open containers, standing waste, or waste/material entering storm drains. •Eyewash flushed weekly w/documentation. •Empty drums have been marked or stenciled "Empty." •No soil contamination. •Washrack soil residue less than 6 inches. •Fuel tankers not within 25 ft. of storm drain. •Drip pans under leaking vehicles. •Drip pans under 75% full.	C	NC	COS		Comments _____ _____ _____ _____

E. Aboveground Storage Tank (AST)					**($1000-5000)**
•Inspect tank weekly. •Gauge tank weekly. •If tank is 75% full, appointment has been made for pick up. •Record of work orders kept. •Area around tank clean. •Markings indicating contents are in place. •Covers and grates functional. •KDHE permit on site. • Is exterior free of oily residue.	C	NC	COS	NA	Comments _____ _____ _____

F. Legibility on all labels, markings & documents	C	NC	COS	

G. General Comments:

H. Identification of Waste/Material at Accumulation Point:

NAME OF **HAZARDOUS WASTE** ON CONTAINER:	GENERATION START DATE **(SAPs ONLY)**	ACCUMULATION START DATE:	ESTIMATED QUANTITY:

NAME OF **CONTROLLED MATERIAL** ON CONTAINER:	ACCUMULATION START DATE:	ESTIMATED QUANTITY:

NAME OF **UNIVERSAL WASTE** ON CONTAINER:	ACCUMULATION START DATE:	ESTIMATED QUANTITY:

APPENDIX K

Personnel Training Requirements

Each unit or activity will ensure that all personnel involved in the handling of any oil or hazardous substance is properly trained by having them successfully complete a program of classroom instruction or on-the-job training in oil or hazardous substance management and clean up procedures. This instruction/training will ensure effective response to emergencies; familiarization with emergency procedures and equipment, communications, alarm systems, and response to fires/explosions. The DPW Environmental Division training section provides an initial two day Environmental Team training and an annual refresher class. The annual spill training is conducted by the environmental team for each operational site.

Personnel who work in and around the areas identified in this plan will be instructed in the following:

- The operation and maintenance of equipment, storage, and containment structures that prevent harmful spills of oil or hazardous substances.

- Basic response procedures and clean up materials for specific spill events.

All personnel must successfully complete all appropriate training within two months after establishing employment or assignment at each operational site. Personnel shall not work in unsupervised positions until they have successfully completed all pertinent training requirements in oil or hazardous substance management and clean up procedures.

Each unit or activity must maintain the following personnel documents or records at the facility:

- Environmental team members must be appointed on appointment orders.

- A Memorandum of completion of the ETT and ETR training must be kept in the environmental site file.

- A written description of the type and amount of both introductory and continuing training received by each applicable employee. This training must be documented on memorandums and sign in sheets. This applies to all hazardous material handling personnel.

- Training records on current employees must be retained until closure of the facility, and records of former employees retained for at least three years from the date the employee last worked at the facility.

The DPW environmental division may assist with organizing training programs on handling spills of hazardous materials/toxic substances. Contact DPW (239-0446) for information. Spills training for personnel will be conducted at least once each year.

TRAINING REQUIREMENTS FOR OIL AND HAZARDOUS SUBSTANCE HANDLING AND SPILL RESPONSE

Personnel	OSHA 40 Hour Training	OSHA 8 Hour Refresher	3 Days Field Experience	DPW Environmental Team Training/Refresher	Annual Spill Response Training	Unit/Activity Environmental Spill Training	HAZCOM Training
DES Fire Department	once	yearly	once	NA	yearly	NA	once
DPW Spill Responder	once	yearly	once	NA	yearly	NA	once
Organization Environmental Team Leaders	NA	NA	NA	yearly	NA	yearly	once
Organization Environmental Team Members	NA	NA	NA	yearly	NA	yearly	once
Organization or Activity Hazardous Material Handling Personnel	NA	NA	NA	NA	NA	yearly	once

APPENDIX L

Requirements for Plan Amendments and Changes

This Spill Prevention, Control, and Countermeasures Plan (SPCCP) and the Installation Spill Contingency Plan (ISCP) will be amended, if necessary, following the five-year review and evaluation. This SPCCP will be amended within 6 months of the five-year review should changes be necessary.

Interim amendments may need to be made within 6 months to the SPCCP and ISCP when any of the following occurs:

- There is a change in facility design, construction, operation, or maintenance materially affecting the potential for spills of oil into the navigable waters of the United States or adjoining shorelines or of hazardous substances in quantities equal to or greater than the reportable quantities.

- The U.S. Environmental Protection Agency (EPA) Regional Administrator directs this SPCCP be amended following a spill of oil in quantities of more than 1,000 gallons of oil into or upon navigable waters in a single spill event or two spills of more than 42 gallons of oil in any 12-month period of time. This SPCCP/ISCP will be amended within 30 days of notice from the EPA.

The five-year review and any amendments to this SPCCP will be certified by a P.E. The interim amendment certification will be incorporated in addition to the five year certification.

All amendments to this SPCCP will be implemented as soon as possible, but not later than six months after the five-year review, after a change in facility, or after the effective date of an EPA-directed amendment.

Revisions not within the parameters for an amendment (e.g., personnel changes) do not need P.E. certification. DPW will determine whether or not a plan amendment is significant and whether or not a P.E. certification is required.

Interim amendments will be distributed to all plan holders. Plan updates will include the most current "Record of Plan Amendments and Changes".

APPENDIX M

Fort Riley Spill Response Equipment Resources

The following information is provided to assist units in compiling spill response equipment, supplies, and material in accordance with AR 200-1 and 40 CFR 112.7. Each organization having a potential for spills will maintain a supply of materials necessary for containment and clean up of spills of oil and hazardous substances.

The items listed below are minimal requirements of supplies to be on hand in each organization motorpool. These materials are secured in the motorpool area and used only for timely clean up of spills by the Environmental Team Leader and Environmental Team Members.

ITEM	QUANTITY
Absorbent pads	1 bag (100 pads)
Absorbent socks	1 box (6 socks)
Neoprene gloves	2 pair
Latex boots	2 pair
Tyvek suits	2 suits
Goggles	2 pair
Non-sparking shovel	1 each
Broom	1 each
Dry sweep	2 40-pound bags

The items listed below are minimal requirements of supplies to be on hand in each mobile fueler. These materials are secured in the fueler and used only for timely clean up of spills.

ITEM	QUANTITY
Absorbent pads oil only	50 pads
Absorbent socks oil only	9 socks
Neoprene gloves	2 pair
Trash bags	4
Chemical splash Goggles	2 Pair

The following information is provided to assist the OSC in responding to spill incidents. The resources will be delivered to the spill site, with operating personnel, at the request of the OSC. The OSC, in coordination with G3 may request tasking of tactical resources of military units to augment these resources as needed.

ITEM	QUANTITY	DESCRIPTION	LOCATION
Backhoe	1	Loader/Backhoe, wheel-type tractor, 1 cubic yard front bucket, 24 in. backhoe dipper	Bldg 330, DPW
Bulldozer(D7)	1	Tractor-crawler, straight blade, hydraulic 215 hp diesel Caterpillar	Bldg 330, DPW
Dump Truck	1	5-Ton, 5 cubic yards	Bldg 330, DPW
Front-end Loader	1	Wheel-type tractor, 2.5 cubic yard bucket, 120-132 hp	Bldg 330, DPW
Grader	1	Motorized 125-150 hp Caterpillar	Bldg 330, DPW
Truck, stake	1	1-Ton	Bldg 330, DPW
Fire brush truck	2	1200-gal tank, two 450 gpm pumps	Bldg 5000, DES Fire and Emergency Services (Fire Department)
Fire truck	2	750-gal tank, 1000 gpm pump with turret	Bldg 743, DES Fire and Emergency Services (Fire Department)
Fire Pumper Truck	3	500-gal tank with deck gun 750-gal tank with deck gun 1,000-gal tank with deck gun	Bldg 5000/430, DES Fire and Emergency Services (Fire Department)
Fire Extinguishers (Type A, B, & C)	2 each	2.5-gal pressurized water, 20LB dry chemical, 15LB Carbon Dioxide	Bldg 5000/430, DES Fire and Emergency Services (Fire Department)
Protective clothing	Various	Tyvek suits, gloves, booties, and goggles, etc.	Bldg 1944, DPW

ITEM	QUANTITY	DESCRIPTION	LOCATION
Drums	Various	30-gallon 55-gallon 85-gallon	Bldg 1939, DPW
Spill Response Trailer	1	Self-contained trailer with response equipment	Bldg 5000, DES Fire and Emergency Services (Fire Department)
Flow stoppage device	1	Balloon-like plug to stop flow in a pipe	Bldg 370/340, DPW
Polyethylene Sheet	1	18”x 80’	Bldg 1944, DPW
Absorbent Materials	Various	Booms, pads, mats, socks, pillows, dry sweep	Bldg 1944 DPW Bldg 5000/430, DES Fire and Emergency Services (Fire Department) Bldg 7171
Spill Response Truck	1	1-Ton, utility bed, stocked with absorbents/materials to clean up a 100-gallon spill	Bldg 407, DPW
Miscellaneous equipment and supplies	Various	Analytical equipment, testing kits, protective clothing, decontamination equipment, containment devices, repair kits, response reference materials, sampling equipment	Bldg 5000/430, DES Fire and Emergency Services (Fire Department) Bldg 1944, DPW

APPENDIX N

Fort Riley Spill Response Procedures

PHASE:	ACTION:
PHASE I	**Discovery and Notification** • Detect a spill or the immediate potential for a spill. • Report spill to initiate response pursuant to ISCP and SSSCP.
PHASE II	**Assessment and Initiation of Action** • Analyze information to determine threat to public and environment. • Classify size of spill. • Determine response procedures necessary to mitigate spill incident. • Assess available resources and identify additional resources necessary to complete spill activities. • Notify additional organizations of needed support.
PHASE III	**Spill Containment and Countermeasures** • Stop release if possible. • Contain spill as soon as possible to minimize damage to public health and the environment. • Identify and notify additional resources required to complete these activities.
PHASE IV	**Clean up and Disposal** • Clean up operations will begin as soon as possible following Phase III actions. • Every attempt will be made to render land or water entirely free of released oil or hazardous substance.
PHASE V	**Restoration and Damage Assessment** • Initiate and coordinate preliminary damage assessment activities. *Restoration complete when it meets DPW approval.*
PHASE VI	**Documentation** • Collect and safeguard reports, logs, samples, and any other evidence of liability for spills. • Notify and provide reports as necessary to Army, State, and Federal agencies and organizations.
PHASE VII	**Evaluation** • Review response action and initiate improvements to ISCP as appropriate. • Review cause of spill and initiate improvements to SPCCP and SSSCP as appropriate.

APPENDIX O

Spill Response Procedures for Motor Oil; Antifreeze; and Brake, Hydraulic and Transmission Fluid

DO NOT ATTEMPT TO CLEAN UP A SPILL UNLESS PROPERLY TRAINED OR HAVE PROPER SUPERVISION. PLEASE FOLLOW PROPER NOTIFICATION PROCEDURE.

SPILL RESPONSE

Because some of these materials are flammable, avoid all sources of ignition. Provide adequate ventilation.

Utilize proper personal protective equipment.

SPILL CONTAINMENT

Enclose spilled liquid with a dike of solid sorbent (Oil dry, sawdust, sand, dirt, sweeping compound, etc.). Close off the entrance to any nearby surface-water drainage ditches or sewer intakes.

NEUTRALIZATION

There are no neutralizing methods for these substances.

CLEAN UP

If possible, collect any pooled product in 55-gallon drums. Scoop up spent solid sorbent and contaminated soil with a non-sparking long-handled shovel or scoop and place in approved container.

LABELING

See guidance in the Environmental Management Plan (EMP), or call the DPW Hazardous Waste Coordinator (239-8436).

CONTAINER

Metal or plastic container meeting applicable DOT specifications.

DISPOSAL

See guidance in the EMP, or call the DPW Solid Waste Coordinator (239-2385).

PERSONAL PROTECTIVE EQUIPMENT

Employees involved in cleaning up spills must wear proper protective clothing and equipment. Consult the MSDS sheet for the proper protective clothing and equipment for the specific material.

FIRE EXTINGUISHER

Use carbon dioxide and dry chemical type. In case of fire call the Post Emergency Services 911.

EMERGENCY

Skin contact. All clothing contaminated with fluid should be removed and the skin washed.

Inhalation or Ingestion. Call 911 to have the employee transported to the Irwin Army Community Hospital. Do not induce vomiting unless instructed to do so by the MSDS or emergency information source specific to the hazardous material in question.

Eye contact. Call 911 to have the employee transported to the Irwin Army Community Hospital. Irrigate the eye IMMEDIATELY for about 15 minutes.

Be prepared to tell the doctor what chemicals are involved and provide MSDS as soon as possible.

Keep victim quiet and maintain normal body temperature.

DO NOT ATTEMPT TO CLEAN UP A SPILL UNLESS PROPERLY TRAINED OR HAVE PROPER SUPERVISION. PLEASE FOLLOW PROPER NOTIFICATION PROCEDURE.

APPENDIX P

Spill Response Procedures for Flammable and Combustible Liquids (JP-8, MoGas, etc.)

DO NOT ATTEMPT TO CLEAN UP A SPILL UNLESS PROPERLY TRAINED OR HAVE PROPER SUPERVISION. PLEASE FOLLOW PROPER NOTIFICATION PROCEDURE.

SPILL RESPONSE

Keep flammable liquids away from any potential heat, spark, or flame sources.

Use proper personal protective equipment.

SPILL CONTAINMENT

Contain spilled organic liquid within a dike of sawdust or sweeping compound (clay absorbent). Block off the entrance to any nearby surface water drainage ditch or any type of drain.

NEUTRALIZATION

There are no neutralizing methods for these substances.

CLEAN UP

Since most organic liquids are very flammable, avoid all sources of ignition or SPARKING. Use enough absorbent to soak up all the spilled liquid. Scoop up spent solid absorbent with a **NON-SPARKING**, long-handled shovel or scoop. Place absorbent in the proper waste container.

LABELING

See guidance in the Environmental Management Plan (EMP), or call the DPW Hazardous Waste Coordinator (239-8436).

CONTAINER

Sealable plastic bag or metal container meeting applicable DOT specifications.

DISPOSAL

See guidance in the EMP, or call the DPW Hazardous Waste Coordinator (239-8436).

PERSONAL PROTECTIVE EQUIPMENT

Vapors heavier than air tend to accumulate in low places; avoid having flammable vapors come in contact with ignition sources to prevent flashback. Employees involved in cleaning up a spill must wear personal protective clothing and equipment. Please see the MSDS sheet for the proper protective clothing and equipment for the specific material.

FIRE EXTINGUISHER

Carbon dioxide and dry chemical type. In case of fire call the Post Emergency Services at 911; cool nearby drums with a hose stream of water to prevent ignition and the possibility of pressure increase in the containers, only if procedure can be accomplished safely.

EMERGENCY

Skin contact. Call 911 to have the employee transported to the Irwin Army Community Hospital. All clothing contaminated with chemicals must be removed at once, including rubber footwear, and the skin should be thoroughly washed with plenty of water for at least 15 minutes.

Inhalation or ingestion. Move the victim to fresh air. Call 911 to have the employee transported to the Irwin Army Community Hospital.

Eye contact. Call 911 to have the employee transported to the Irwin Army Community Hospital. Irrigate the eye IMMEDIATELY for about 15 minutes.

Be prepared to tell the doctor what chemicals are involved and provide MSDS as soon as possible.

Keep victim quiet and maintain normal body temperature.

DO NOT ATTEMPT TO CLEAN UP A SPILL UNLESS PROPERLY TRAINED OR HAVE PROPER SUPERVISION. PLEASE FOLLOW PROPER NOTIFICATION PROCEDURE.

APPENDIX Q

Spill Response Procedures for Acids

DO NOT ATTEMPT TO CLEAN UP A SPILL UNLESS PROPERLY TRAINED OR HAVE PROPER SUPERVISION. PLEASE FOLLOW PROPER NOTIFICATION PROCEDURE.

SPILL RESPONSE

Stay upwind

Use proper personal protective equipment.

SPILL CONTAINMENT

Contain spilled acid with a dike of clay absorbent.

NEUTRALIZATION (DO NOT attempt this procedure unless you have been properly trained)

Add sodium carbonate to the liquid acid spill until it is completely covered. If the spilled acid is a solid pellet, flake, or powder, clean up by containerizing as much of the material as possible then add sodium bicarbonate to the remaining material until completely covered. Test with pH paper for a pH reading of 6 to 8.

CLEAN UP

Add sawdust or clay until the acid and sodium bicarbonate are completely covered. Scoop up spent solid absorbent material with a non-sparking, long-handled shovel. Place spent waste in the proper container.

LABELING

See guidance in the Environmental Management Plan (EMP), or call the DPW Hazardous Waste Coordinator (239-8436).

CONTAINER

Plastic, glass, or rubber container meeting applicable DOT specifications.

DISPOSAL

See guidance in the EMP, or call the DPW Hazardous Waste Coordinator (239-8436).

PERSONAL PROTECTIVE EQUIPMENT

Employees involved in cleaning up spills must wear protective clothing and equipment. Please see the MSDS sheet for the proper protective clothing and equipment for the specific material.

FIRE EXTINGUISHERS

Use dry chemical, carbon dioxide, water spray, fog, or foam.

EMERGENCY

Skin contact. Call 911 to have the employee transported to the Irwin Army Community Hospital. Body areas that have been in contact with chemicals should immediately be flushed with water for at least 15 minutes. Clothing that has chemicals on it should be removed at once.

Inhalation or ingestion. Call 911 to have the employee transported to the Irwin Army Community Hospital.

Eye contact. Call 911 to have the employee transported to the Irwin Army Community Hospital. Irrigate the eyes with water IMMEDIATELY for at least 15 minutes.

Be prepared to tell the doctor the chemicals involved and furnish MSDS as soon as possible.

Keep victim quiet and maintain normal body temperature.

DO NOT ATTEMPT TO CLEAN UP A SPILL UNLESS PROPERLY TRAINED OR HAVE PROPER SUPERVISION. PLEASE FOLLOW PROPER NOTIFICATION PROCEDURE.

APPENDIX R

Spill Response Procedures for Caustics

DO NOT ATTEMPT TO CLEAN UP A SPILL UNLESS PROPERLY TRAINED OR HAVE PROPER SUPERVISION. PLEASE FOLLOW PROPER NOTIFICATION PROCEDURE.

SPILL RESPONSE

Stay upwind and avoid low areas.

Use proper personal protective equipment.

SPILL CONTAINMENT

Contain spilled caustic within a dike of solid absorbent (sawdust, vermiculite, or clay).

NEUTRALIZATION (**DO NOT** attempt this procedure unless you have been properly trained)

Add 1N hydrochloric acid (1 part concentrated acid to 12 parts water) to the spilled liquid caustic. If the spilled caustic is a solid powder, pellet, or flake, clean up by containerizing as much of the material as possible, then add water to the remaining material, next add 1N hydrochloric acid to the material for neutralization. Solution should be tested with pH paper to assure it is in the 6 to 8 pH range. An alternative neutralizing agent is sodium dehydrogen phosphate (a solid).

CLEAN UP

Add more absorbent if necessary. Scoop up spent solid absorbent material with a non-sparking, long-handled shovel or scoop. Place in the proper container.

LABELING

See guidance in the Environmental Management Plan (EMP), or call the DPW Hazardous Waste Coordinator (239-8436).

CONTAINER

Rubber or plastic container meeting applicable DOT specifications.

DISPOSAL

See guidance in the EMP, or call the DPW Hazardous Waste Coordinator (239-8436).

PERSONAL PROTECTIVE EQUIPMENT

Spilled caustics are very slippery, care must be taken to avoid falls. Employees involved in cleaning up spills must wear protective clothing and equipment. Please see the MSDS sheet for the proper protective clothing and equipment for the specific material.

FIRE EXTINGUISHERS

Use dry chemical, carbon dioxide, water spray, foam, or fog.

EMERGENCY

Skin contact. Call 911 to have the employee transported to the Irwin Army Community Hospital. Body areas that have been in contact with chemicals should immediately be flushed with water for at least 15 minutes. Clothing that has chemicals on it should be removed at once.

Inhalation or ingestion. Call 911 to have the employee transported to the Irwin Army Community Hospital.

Eye contact. Call 911 to have the employee transported to the Irwin Army Community Hospital. Irrigate the eyes with water IMMEDIATELY for at least 15 minutes.

Be prepared to tell the doctor the chemicals involved and furnish an MSDS as soon as possible.

Keep victim quiet and maintain normal body temperature.

DO NOT ATTEMPT TO CLEAN UP A SPILL UNLESS PROPERLY TRAINED OR HAVE PROPER SUPERVISION. PLEASE FOLLOW PROPER NOTIFICATION PROCEDURE.

APPENDIX S

Spill Response Procedures for Oxidizers and Organic Peroxides

DO NOT ATTEMPT TO CLEAN UP A SPILL UNLESS PROPERLY TRAINED OR HAVE PROPER SUPERVISION. PLEASE FOLLOW PROPER NOTIFICATION PROCEDURE.

SPILL RESPONSE

Keep oxidizing material away from any combustible material.

Use proper personal protective equipment.

SPILL CONTAINMENT

Contain spilled oxidizers within a barrier of clay or talc (absorbent).

NEUTRALIZATION

There are no neutralizing methods for these substances.

CLEAN UP

Cover spills with sodium bisulfate. Sodium bisulfate is a weak reducing agent and may need a reaction prompter such as sulfuric acid (28.4 ml concentrated acid diluted to 1 liter) to produce a more rapid reaction. Add more absorbent until the oxidizer is completely absorbed. Scoop up spent absorbent with a **NON-SPARKING**, long-handled shovel or scoop. Place absorbent material in the proper waste container.

LABELING

See guidance in the Environmental Management Plan (EMP), or call the DPW Hazardous Waste Coordinator (239-8436).

CONTAINER

Container meeting applicable DOT specifications.

DISPOSAL

See guidance in the EMP, or call the DPW Hazardous Waste Coordinator (239-8436).

PERSONAL PROTECTIVE EQUIPMENT

Oxidizers and organic peroxides are extremely hazardous and readily combustible if mixed with organic compounds. Employees involved in cleaning up spills must wear protective clothing and equipment. Please see the MSDS sheet for the proper protective clothing and equipment for the specific material.

FIRE EXTINGUISHERS

Dry chemical extinguishers should be used to fight fires. Separate the oxidizers from sources of ignition and avoid heating. Use water spray on combustible materials near the fire.

EMERGENCY

Skin Contact. Call 911 to have the employee transported to the Irwin Army Community Hospital. Body areas that have been in contact with chemicals should be flushed with water at once. Clothing that has chemicals on it should be removed at once.

Inhalation or ingestion. Call 911 to have the employee transported to the Irwin Army Community Hospital.

Eye contact. Call 911 to have the employee transported to the Irwin Army Community Hospital. Irrigate the eyes with water IMMEDIATELY for at least 15 minutes.

Be prepared to tell the doctor the chemicals involved and furnish MSDS as soon as possible.

Keep victim quiet and maintain normal body temperature.

DO NOT ATTEMPT TO CLEAN UP A SPILL UNLESS PROPERLY TRAINED OR HAVE PROPER SUPERVISION. PLEASE FOLLOW PROPER NOTIFICATION PROCEDURE.

APPENDIX T

Spill Response Procedures for Pesticides

DO NOT ATTEMPT TO CLEAN UP A SPILL UNLESS PROPERLY TRAINED OR HAVE PROPER SUPERVISION. PLEASE FOLLOW PROPER NOTIFICATION PROCEDURE.

SPILL RESPONSE

Keep flammable liquids away from any potential heat, spark, or flame sources.

Use proper personal protective equipment.

SPILL CONTAINMENT

Contain liquid spills within a dike of absorbent (e.g., sawdust, clay, or vermiculite). Cover powders/dusts with plastic or tarp (or dampen lightly) to prevent blowing. Close off entrances to sewer intakes or surface water ditches.

NEUTRALIZATION

There are no neutralizing methods for these substances.

CLEAN UP

Add more absorbent if necessary. Scoop up spent solid absorbent and place in proper waste container. Eliminate ignition sources (if spill involves volatile materials).

LABELING

See guidance in the Environmental Management Plan (EMP), or call the DPW Hazardous Waste Coordinator (239-8436).

CONTAINERS

Metal can with plastic liner.

DISPOSAL

See guidance in the EMP, or call the DPW Hazardous Waste Coordinator (239-8436).

PERSONAL PROTECTIVE EQUIPMENT

Employees involved in cleaning up spills must wear protective clothing and equipment. Please see the MSDS sheet for the proper protective clothing and equipment for the specific material.

FIRE EXTINGUISHERS

None. Evacuate personnel and call Post Emergency Services at 911.

EMERGENCY

Skin contact. Call 911 to have the employee transported to the Irwin Army Community Hospital. Remove injured or contaminated personnel to a safe (upwind) location. Remove contaminated clothing. Flush skin exposed to pesticide for 15 minutes with water.

Inhalation or ingestion. Call 911 to have the employee transported to the Irwin Army Community Hospital.

Eye contact. Call 911 to have the employee transported to the Irwin Army Community Hospital. Irrigate the eyes with water IMMEDIATELY for at least 15 minutes.

For signs of dizziness, upset stomach, etc., Call 911 to have the employee transported to the Irwin Army Community Hospital.

Be prepared to tell the doctor what pesticides were involved and provide MSDS as soon as possible.

Evacuate personnel immediately from the spill area and prevent bystanders from entering the spill area.

If the spill is in an enclosed area, ventilate by opening doors and windows.

DO NOT ATTEMPT TO CLEAN UP A SPILL UNLESS PROPERLY TRAINED OR HAVE PROPER SUPERVISION. PLEASE FOLLOW PROPER NOTIFICATION PROCEDURE.

APPENDIX U

Spill Response Procedures for Polychlorinated Biphenyls

DO NOT ATTEMPT TO CLEAN UP A SPILL UNLESS PROPERLY TRAINED OR HAVE PROPER SUPERVISION. PLEASE FOLLOW PROPER NOTIFICATION PROCEDURE.

SPILL RESPONSE

Polychlorinated Biphenyls (PCBs) are generally found in electrical capacitors, ballasts, and transformers. In accordance with 40 CFR 761.3, materials containing 50 ppm or more of PCBs are listed as hazardous and are regulated. Any material containing less than 49 ppm are listed as non-hazardous. An oil from electrical equipment whose PCB concentration is unknown is assumed to be hazardous. Soil contaminated with 50 ppm or more PCBs must be handled and disposed of as a regulated waste. Soil with less than 49 ppm but greater than 1 ppm is classified as contaminated, and must be disposed of appropriately. Soil containing less than 1 ppm can be left in place once all visible oil is cleaned up, unless other contaminants are present and require the soil to be removed. Groundwater must be remediated to below detection limits.

As stated in 40 CFR 117, the reportable quantity for PCBs is 1 pound or 0.454 kilograms. All spills (including minor leaks and seepage) will be reported to the DPW Spill Coordinator so coordination of any required clean up will be accomplished.

SPILL CONTAINMENT

Contain by damming off and constructing barriers impermeable to the oil to stop the flow of the PCB into new areas.

NEUTRALIZATION

There are no neutralizing methods for these substances.

CLEAN UP

Clean up is to reduce or remove the concentration of the PCB in the spill area. Reduction can be accomplished using various methods.

LABELING

See guidance in the Environmental Management Plan (EMP), or call the DPW Hazardous Waste Coordinator (239-8436).

CONTAINER

The removed material will be placed in plastic-lined, leak-proof containers and immediately moved to the installation's PCB disposal/holding area at DPW accumulation point at Building 1930 in Camp Funston.

DISPOSAL

See guidance in the EMP, or call the DPW Hazardous Waste Coordinator (239-8436).

PERSONAL PROTECTIVE EQUIPMENT

Safety devices include viton or neoprene gloves, heavy overalls, nonporous aprons, nonporous boots, face shields or goggles.

FIRE EXTINGUISHER

Dry chemical, carbon dioxide, water spray, or regular foam.

EMERGENCY

If the area is confined and concentrations are in the air, an organic vapor respirator must be worn.

Skin Contact. Call 911 to have the employee transported to the Irwin Army Community Hospital. Body areas that have been in contact with chemicals should be flushed with water at once. Clothing that has chemicals on it should be removed at once.

Inhalation or ingestion. Call 911 to have the employee transported to the Irwin Army Community Hospital.

Eye contact. Call 911 to have the employee transported to the Irwin Army Community Hospital. Irrigate the eyes with water IMMEDIATELY for at least 15 minutes.

Be prepared to tell the doctor the chemicals involved and furnish MSDS as soon as possible.

Keep victim quiet and maintain normal body temperature.

DO NOT ATTEMPT TO CLEAN UP A SPILL UNLESS PROPERLY TRAINED OR HAVE PROPER SUPERVISION. PLEASE FOLLOW PROPER NOTIFICATION PROCEDURE.

APPENDIX V

Spill Response Procedures for Mercury

DO NOT ATTEMPT TO CLEAN UP A SPILL UNLESS PROPERLY TRAINED OR HAVE PROPER SUPERVISION. PLEASE FOLLOW PROPER NOTIFICATION PROCEDURE.

SPILL RESPONSE

Mercury can be found in a variety of household, commercial and industrial items such as fever thermometers, thermostats, and fluorescent light bulbs. Also, some people keep liquid (elemental) mercury in bottles and other containers. Although, mercury performs many useful functions, it is toxic to humans and wildlife and should be managed properly.

When liquid (elemental) mercury is spilled, it forms beads or droplets that can accumulate in the tiniest places. These droplets can emit vapors into the air that we cannot see or smell. Breathing mercury vapors can be very dangerous, depending on how much mercury is in the air and how long you breathe the contaminated air. Entire families have been poisoned from mercury spills. Small children and pregnant women are at highest risk for mercury poisoning, but mercury poisoning can impact anyone.

Amount of elemental mercury in various items:
Fluorescent light bulb = 10-40 milligrams of mercury (.01 - .04 grams of mercury)
Fever thermometer = .5 - .7 grams of mercury
Thermostat = approximately 3 grams of mercury
Sphygmomanometer (blood pressure measuring device) = hundreds of grams of mercury

The small amount of elemental mercury in fever thermometers and thermostats is not likely to cause serious health problems if it is immediately cleaned up. The mercury in a broken fluorescent light bulb is not readily visible, but broken bulbs should also be cleaned up immediately (see next section for spill procedures for broken fluorescent bulbs).

SPILL CONTAINMENT

Contain (if necessary) by constructing barriers impermeable to the mercury to stop the flow. Ensure that the mercury does not move to drains, cracks or crevices or on to sloped or porous surfaces.

NEUTRALIZATION

There are no neutralizing methods for these substances.

CLEAN UP

Using latex or rubber gloves, work from the outside of the spill area carefully pushing the smaller beads together with a card to form larger droplets, (if you need to remove broken glass

particles use tweezers). Push the mercury into a plastic dustpan, and then carefully transfer the mercury to a clear plastic bag or sealable container.

LABELING

See guidance in the Environmental Management Plan (EMP), or call the DPW Hazardous Waste Coordinator (239-8436).

CONTAINER

The removed material will be placed in a plastic bag (zip lock) and/or sealable container (pill bottle).

DISPOSAL

Turn-in as soon as possible to the installation's Hazardous Materials Processing Center at Building 1930 on Camp Funston (785-239-2305/6577).

PERSONAL PROTECTIVE EQUIPMENT

Latex or rubber gloves

FIRE EXTINGUISHER

Not Applicable.

EMERGENCY

Skin Contact. Thoroughly wash any areas of the skin that may have had direct contact with the mercury.

Ingestion. Immediately seek medical attention.

Eye contact. Irrigate the eyes with water IMMEDIATELY for at least 15 minutes then seek medical attention.

Tell emergency personnel that mercury was involved.

Keep victim quiet and maintain normal body temperature.

DO NOT ATTEMPT TO CLEAN UP A SPILL UNLESS PROPERLY TRAINED OR YOU HAVE PROPER SUPERVISION. PLEASE FOLLOW PROPER NOTIFICATION PROCEDURES.

APPENDIX W

Spill Response Procedures for Fluorescent Light Bulb Breakage

DO NOT ATTEMPT TO CLEAN UP A SPILL UNLESS PROPERLY TRAINED OR HAVE PROPER SUPERVISION. PLEASE FOLLOW PROPER NOTIFICATION PROCEDURE.

SPILL RESPONSE

Fluorescent light bulbs contain a very small amount of mercury sealed within the glass tubing,

SPILL CONTAINMENT

Ensure that other people don't walk through the area on their way out, vacate and control entry to the area for approximately fifteen minutes to allow any airborne particles to settle.

NEUTRALIZATION

There are no neutralizing methods for these substances.

CLEAN UP

Do **NOT** use a vacuum to clean up the glass and dust. Carefully scoop up glass pieces and powder using stiff paper or cardboard and place them in a container or plastic bag, use sticky tape to pick up any remaining small particles and powder. Wipe the area clean with damp paper towels or disposable wet wipes then place these items in the same container or plastic bag that the broken bulb was placed in.

LABELING

See guidance in the Environmental Management Plan (EMP), or call the DPW Hazardous Waste Coordinator (239-8436).

CONTAINER

Use plastic bags that will not be cut through by the glass or a container that has a screw on lid

DISPOSAL

Turn-in as soon as possible to the installation's Hazardous Materials Processing Center at Building 1930 on Camp Funston (785-239-2305/6577).

PERSONAL PROTECTIVE EQUIPMENT

Gloves should be worn when handling broken glass and a particle mask could be used to ensure that none of the powder is inhaled.

FIRE EXTINGUISHER

Not Applicable.

EMERGENCY

If the area is confined and concentrations are in the air, an organic vapor respirator must be worn.

Skin Contact. Thoroughly wash any exposed skin that may have been contaminated.

Eye contact. Irrigate the eyes with water IMMEDIATELY for at least 15 minutes.

DO NOT ATTEMPT TO CLEAN UP A SPILL UNLESS PROPERLY TRAINED OR HAVE PROPER SUPERVISION. PLEASE FOLLOW PROPER NOTIFICATION PROCEDURE.

APPENDIX X

Containment Techniques for Spills

Containing a hazardous material spill reduces the damage to the environment, facilitates clean up operations, and prevents or minimizes dispersion into waterways. When devising a containment strategy, both the horizontal and vertical movement of spilled materials should be considered. Serious clean up problems can result when the obvious lateral movement of a spill is contained but the not-so-obvious vertical seepage is overlooked.

There are many techniques and devices for containment, but the most effective actions will be determined by considering the nature of the chemical, the volume of the release, and site-specific parameters such as weather conditions and nearby waterways. It is useful to become familiar with some basic containment strategies and equipment and then adapt them to the specific chemical and location. The following descriptions provide some guidelines for containment of various types of hazardous substance spills.

PART 1 - CONTAINMENT TECHNIQUES FOR SPILLS ON LAND

Spills occurring on land are, in many cases, simpler to contain than those on water. Where possible, a spill should be prevented from entering a waterway or a drainage area leading to a waterway, because of the difficulty of containing and cleaning up a spill on water.

In some cases, heavy equipment may be needed to create dikes or trenches or to bring in additional materials. Primary consideration will be given to the safety of the operators who may have to work in close proximity to the spill. Proper protective clothing and breathing equipment will be used, and any necessary decontamination procedures will be performed.

EARTH DIKES

Method- Erect a barrier of earth or readily available improvised material and compact with heavy equipment.

Equipment, Material, Personnel- Backhoes and shovels or larger equipment depending on spill size; sandbags may be useful; skilled heavy equipment operators.

Recommendations for Use- To divert spill into excavation and away from sewers, storm drains, waterways; to isolate and confine spill.

Limitations- Soil may absorb spilled material; some soils are not suitable (too hard to excavate); heavy equipment may not be available quickly.

Spill Volume- Any size.

Impact on Clean Up - May increase volume of contaminated material.

EXCAVATION

Method- Confine spill in depression, pit, pond, or ditch; if possible, line containment area with impermeable liner and cover contained product to suppress vapors.

Equipment, Materials, Personnel- Backhoes, shovels, heavy equipment on larger spills; plastic, canvas, vinyl covering material; skilled equipment operators.

Recommendations for Use- Use available drainage ditches or depressions to confine spill, minimize lateral spreading; cover to minimize vapor release, line containment area to minimize soil seepage.

Limitations- Ground may be unsuitable for excavation; liquids may seep into soil; large amounts of material may have to be moved to make suitable excavation.

Spill Volume- Larger spills require larger holding areas, possibly more equipment and greater excavation time unless natural depressions are available.

Impact on Clean Up- May increase site waste material; must redeposit material excavated.

COMMERCIAL DIKES AND ABSORBENTS

Method- Confine or divert spilled material with commercially available, quick-to-use material (i.e. dry sweep, neoprene berming materials, drip pans, etc, etc.).

Equipment, Materials, Personnel- Oil-Dri (clay absorbent) or polypropylene products which include pillows, pads, dikes, socks, and booms; no special skills required.

Recommendations for Use- Divert spills from drainage systems and waterways; confine small volume spill.

Limitation- Absorbents may become saturated and may need to be replaced or flow-through may occur; commercial products may not be available.

Spill Volume - For large spills, primarily to divert contaminant from openings or waterways; for small spills, containment.

Impact on Clean Up - Clay absorbents and polypropylene products must be disposed of as a solid waste.

PART 2 - CONTAINMENT TECHNIQUES FOR SPILLS IN WATER

Spills entering waterways are difficult to contain. This is especially true for fast-moving water. The spilled material may be transported very rapidly and spread over a large area relatively quickly. Some materials are heavier than water and sink to form an insoluble layer which moves along the bottom of the stream or river (chlorinated hydrocarbons). Other materials are water soluble and mix completely with the water (alcohols and ketones). Still other materials are either insoluble or only moderately so and float on the water's surface (petroleum products). These are somewhat easier to track and contain.

TECHNIQUES FOR MATERIALS THAT SINK IN WATER

EXCAVATION

Method- Excavate trenches or depressions and dikes in bottom of waterway ahead of spilled product movement; construction of berm or dike on downstream edge of excavation to collect product and further restrict downstream movement; recovery should begin immediately.

Equipment, Materials, Personnel- Shovels, backhoes, or draglines depending on size/depth of waterway and spill volume; sandbags may be useful as berm; skilled operators, possibly including divers.

Recommendations for Use- Confinement of heavier-than-water spills in small, relatively slow moving waterways.

Limitations- Large, deep bodies of water make logistics difficult; fast flow rates prevent confinement; equipment may not be available quickly; spill movement must be tracked; bottom material may not be suitable for excavation.

Spill Volume- Size will depend on excavation area for confinement.

Impact on Clean Up- Excavated material may have to be re-deposited; suspended material from excavation increases water turbidity.

NATURAL

Method- Natural or artificial pre-existing barriers or depressions to contain a heavier-than-water spill.

Equipment, Materials, Personnel- None.

Limitations- Not always available in spill area.

Spill Volume- Dependent on size of depression, effectiveness of barrier.

Impact on Clean Up- May increase volume of contaminated material.

TECHNIQUES FOR MATERIALS THAT ARE SOLUBLE IN WATER

SEALED BOOMS

Method- Fiber-reinforced plastic material with inflatable flotation collar, 25 ft. plastic curtain, and inflatable bottom seal and anchors to provide complete encirclement and isolation of contaminated water. Contains entire depth of water.

Equipment, Materials, Personnel- Sealed boom package; air compressors; water pump; 1-2 boats with motors; 5 personnel trained in deployment.

Recommendations for Use- Still waters, less than 25 ft. deep.

Limitations- Limited availability, difficulty in deploying in currents moving at 0.75 mph or greater; 25 ft. depth maximum; deployment time lengthy, difficult to get good seal.

Spill Volume-Barrier sections that may be joined together are 200 ft. in length and 25 ft. deep.

Impact on Clean Up- Could be navigational hazard.

DIVERSION OF WATER

Method- Isolation of contaminated water, diversion of uncontaminated clean water around contaminated area via pumping water or channels.

Equipment, Materials, Personnel- High volume pumps with backup capable of controlling water flow; earth moving equipment to dig channels for diverting water flow; trained operators.

Recommendations for Use- Small flowing bodies of water where contaminated water can be identified and isolated.

Limitations- Large amounts of material may have to be excavated; high volume pumps may not be readily available; fast flow rates may lead to extremely large areas of contamination to be isolated and treated; contaminated area must be identified.

Spill Volume- No limits.

Impact on Clean Up- Excavated material may have to be re-deposited, large volumes of contaminated water must be treated.

CONTAINMENT

Method- Sandbags; earth; existing control devices such as locks and floodgates, to isolate entire body of contaminated water.

Equipment, Materials, Personnel- Earth-moving equipment; sandbags; trained operators; city or government officials in charge of existing control devices.

Recommendations for Use- Can be used on large bodies of water; materials are readily available, easy to construct.

Limitations- Water body must be containable; flowing waterways make this only a temporary measure or impractical; soil is permeable material.

Spill Volume- Not limiting.

Impact on Clean Up- Large volumes of contaminated water may have to be treated.

PART 3 - CONTAINMENT TECHNIQUES FOR MATERIALS THAT FLOAT ON WATER

Hazardous materials that float on the water are normally easier to detect and monitor and relatively easier to contain. Much of the technology for containment has come from the oil spill clean up industry with appropriate adaptations for various hazardous materials.

COMMERCIAL

Method- Placement of a floating barrier in path of the spill to contain or divert.

Equipment, Materials, Personnel- Commercial fence; round, inflatable type boom; assorted lines, floats anchors; may or may not require boat and motor for deployment; 1-3 people to deploy; some knowledge of handling recommended.

Recommendations for Use- All types water, water conditions; varieties available for fast currents; high wave action with inflatable booms best for high waves; check compatibility of elastomer with hazardous material.

Limitations- May impede navigation; may not be readily available away from major navigable waterways; will contain floating debris; fast currents decrease containment ability; high waves decrease efficiency.

Spill Volume- Not limited; segments may be linked together.

Impact on Clean Up- Navigational hazard.

PNEUMATIC

Method- Creation of water turbulence and head wave with rising air bubbles for containment of floating spills.

Equipment, Materials, Personnel- Large air compressor, hoses, perforated tubing; no special training; equipment operators; number of personnel to make initial deployment of tubing varies with size and length.

Recommendations for Use- In still water with shallow depths; for thin contaminant layers; where not a navigational hazard when deployed.

Limitations- Requires large compressor; not effective in currents of more than 0.5 mph.

Spill Volume- Works best if product layer is thin (this may not be an indication of the volume spilled).

Impact on Clean Up- Will not contain floating, contaminated debris.

UNDERFLOW

Method- Use of pipe or tubing through an earthen berm to control the water flow but maintain the floating product; pipe is angled so upstream end is lower than downstream thus raising water level and drawing water only from below.

Equipment, Materials, Personnel- Shovels, backhoes, earth moving equipment; piping, hard suction fire hose sufficient to control volume of flow; 3-5 people for large spill; trained operators.

Recommendations for Use- Quiet to slow-moving water in ditches, streams, lakes, lagoons; water volume must be controlled through berm.

Limitations- Fast flowing waterways limit usefulness; rainfall may wash away berm; soil may not be suitable for excavation.

Spill Volume - Spills over 5,000 gallons make method impractical.

Impact on Clean Up- Amount of waste material may be increased.

BAFFLE

Method- Construction of an impermeable barrier at the water surface to separate the floating material layer but allow water to continue to pass beneath.

Equipment, Materials, Personnel- Planks or lumber, stakes, tools; no skilled labor required.

Recommendations for Use - Shallow, small, slow-moving waterways.

Limitations - Water must not be too deep, swift, or rough.

Spill Volume - Small volumes less than 5,000 gallons.

Impact on Clean Up - Will maintain floating debris.

FILTER

Method- Construction of a barrier to contain and absorb floating hazardous materials.

Equipment, Materials, Personnel- Stakes, hardware cloth, sorbent material; no specific personnel skills qualifications.

Recommendations for use- Small, slow-moving waterways.

Limitations- Fast flow rates limit use; sorbent material may become saturated and allow leakage if not replaced regularly.

Spill Volume- Small spills less than 5,000 gallons.

Impact on Clean Up- May increase amount of waste material.

For any of the above techniques to be effective, proper deployment is necessary. For floating hazardous materials, tests and actual application have shown that commercial booms and other barriers deployed at a 90 degree angle (perpendicular to the shoreline) will contain the product effectively only if the water speed does not exceed 0.75 mph. At higher speeds, product begins to entrain beneath a perpendicular barrier.

Two techniques have been effective in reducing entrainment and allowing booms and barriers to be used efficiently in faster currents.

The first reduces the deployment angle to something less than 90 degrees. In a 2.0 mph current, assuming the barrier is in a straight line, an angle of about 24 degrees will hold product with little entrainment. Any pockets or "j's" in the boom essentially create a greater angle to the direction of water flow and allow product to entrain.

The second method is to deploy a second barrier 4'-6' downstream from the first. Product entrained under the first barrier will resurface, contact the second barrier, and be retained. Faster currents require greater distances between the two barriers.

APPENDIX Y

Template for the Site-Specific Spill Contingency Plan

ENVIRONMENTAL MANAGEMENT PROCEDURE
SITE-SPECIFIC SPILL CONTINGENCY PLAN
FOR XXXXX
BUILDING xxx

25 March 2015

TABLE OF CONTENTS

Template for the Site-Specific Spill Contingency Plan

Template for the Site-Specific Spill Contingency Plan

SPILL CONTINGENCY QUICK REFERENCE SHEET

FOR XXXXX
BUILDING xxx

EMERGENCY SPILLS

Post Emergency Services	**911**
DES Fire and Emergency Services	239-4257
Environmental Division, Spill Coordinator	239-8615

All emergency spills will be reported to the Post Emergency Services, who will then contact the DES Fire and Emergency Services (Fire Department). The DES Fire and Emergency Services (Fire Department) will notify the Spills Coordinator. All emergency spills will be reported in that order.

MINIMUM SPILL RESPONSE EQUIPMENT INVENTORY

ITEM	QUANTITY
Absorbent Pads	1 bag (100 pads)
Absorbent Socks	6 each
Neoprene Gloves	2 pair
Latex Boots	2 pair
Tyvek Suits	2 suits
Splash Goggles	2 pair
Non-sparking Shovel	1 each
Dry Sweep	2 40-pound bags

SPILL RESPONSE NOTIFICATION INFORMATION

- Spill location (building number or grid coordinate)
- Time spill occurred or was discovered
- Name of product spilled if known
- Quantity spilled
- Caller's name and telephone number
- Organization point of contact and telephone number for additional information
- Resources affected
- Any additional information

EVACUATION PLAN

Emergency Evacuation Signal	Emergency Evacuation Map	Responsibility and Procedure for Personnel Accounting
XXXxxx will use the public address system, fire alarm, verbal communication, and hand signals during an emergency evacuation. Once notified of the evacuation personnel will advance to the evacuation point, informing other personnel as they proceed.	**APPENDIX C** of this plan contains the current Facility/ Emergency Evacuation Map. The map contains the primary and secondary evacuation routes and evacuation points to be used. Copies of the map are clearly posted in and around the facility.	Upon initiation of the evacuation signal, all personnel will exit the building/area and move to the primary evacuation point. The highest ranking officer/Noncommissioned Officer will conduct a physical head count. Any missing personnel will be reported to the fire department by the officer in charge.

Template for the Site-Specific Spill Contingency Plan

SECTION 1 PLAN INFORMATION

1.1 Purpose. This plan provides guidance for operational sites on Fort Riley that are required to develop a Site-Specific Spill Contingency Plan (SSSCP) pursuant to requirements contained in the Fort Riley Spill Prevention, Control, and Countermeasures Plan (SPCCP) and Installation Spill Contingency Plan (ISCP), AR 200-1 (Chapter 3), and 40 CFR Parts 112 and 264 (Subpart D). This plan meets the requirements set forth in these documents and regulations. This plan will be implemented as required by the regulations, policies, and procedures identified above.

1.2 Scope. This plan specifically identifies areas of concern for the XXX xx facility, such as:

- Oil, as well as other controlled materials (CM), hazardous materials (HM), universal waste (UW), and hazardous waste (HW);
- How and where these materials are stored and used;
- Individuals responsible for spill prevention, response, and reporting activities;
- Spill notification and response procedures used;
- Spill response and cleanup materials and equipment available; and
- Spill prevention measures to be used.

1.3 Responsibility. The Environmental Team Leader or the Alternate Environmental Team Leader of the XXXxxx facility is required to have a current SSSCP and ensure the plan is maintained and available to all personnel during regular duty hours.

1.4 Plan Maintenance. This plan will be reviewed at least annually and updated as necessary by the Environmental Team Leader to ensure that the information contained herein is accurate. If any changes are required notify the DPW, Environmental Division Spill Coordinator in writing, the Spill Coordinator will make the changes and provide an updated copy. Upon completion of the review, if no changes are needed, the document must be dated and signed by the Environmental Team Leader at **APPENDIX A** of this plan.

SECTION 2 FACILITY DESCRIPTION AND INFORMATION

2.1 Organization/Site Identification.

Organization:	XXXxxx
Building Number:	xxx
Plan POC:	Environmental Team Leader
Duty Phone:	**239-0000**

2.2 Spill Coordination and Response Personnel.

2.2.1 Site Environmental Team Leader and Alternate. The Environmental Team Leader and the Alternate Environmental Team Leader are the organization spill coordinators. The Environmental Team Leader or the Alternate Environmental Team Leader will be on the facility premises or on call during regular facility operating hours. During duty hours the Environmental Team Leader and Alternate Environmental Team Leader can be contacted at **239-0000.**

2.2.2 Site Environmental Team Members and Alternates. The Environmental Team Members and their alternates are responsible for responding to spill incidents as directed by the Environmental Team Leader or the Alternate Environmental Team Leader. The Environmental Team Members and their alternates shall ensure that spills are contained and recovered if possible. Cleanup activities will be completed as soon as possible, if safety permits. During duty hours the Environmental Team Members can be contacted at **239-0000.**

2.2.3 Fort Riley Spill Coordinators.

- Emergency Spill Coordinator: Post Emergency Services, who will then contact the Directorate of Emergency Services (DES) Fire and Emergency Services (Fire Department), **911**.

- Spill Coordinator: Environmental Division: **239-8615 or 239-8619**.

2.3 Facility Description.

2.3.1 Overview. XXXxxx maintains and stores tactical vehicles for an active Army Battalion. This Battalion will deploy from Fort Riley in case of mobilization. The XXXxxx maintenance building is surrounded by a large concrete and asphalt parking area used as a storage area for vehicles. Most motorpool maintenance occurs inside building xxx

2.3.2 Hazardous Materials, Controlled Materials, Universal Waste, and Hazardous Waste Inventory. All HM, CM, UW, and HW are stored in building xxx or in an Accumulation Point (AP) building. XXXxxx stores daily use petroleum, oils and lubricants (POL) inside the bay area. These products are located in/on secondary containment. In addition, XXXxxx has two AP buildings to store HM, CM, UW, and HW. They use their own buildings for extra POL storage space. Yellow flammable lockers are used to store flammable materials. The principal hazard of the materials and waste stored at XXXxxx is flammability. The potential for the release of material and waste is moderate.

Specific information pertaining to HM, CM, UW, and HW is contained in **APPENDIX B** of this plan

2.3.3 Secondary Containment and Diversionary Structures. AP buildings provide secondary containment for the HM, CM, UW, and HW on site. The containment is capable of holding 110% of the largest container in each side of the AP building. The AP building also provides protection from the elements.

XXXxxx has a 1000-gallon aboveground storage tank (AST) for used oil storage.

2.4 Facility/ Emergency Evacuation Map. APPENDIX C of this plan contains a current facility/ emergency evacuation map. The map contains the following information:

- Storage and dispensing locations for hazardous materials (e.g., flammable lockers, AST, etc.);
- Response and safety equipment locations;
- Storm drains;
- Containment and diversionary structures; and
- Primary/Secondary evacuation routes and points.

Template for the Site-Specific Spill Contingency Plan

SECTION 3 FORT RILEY REPORTABLE SPILL DOCUMENTATION PROCEDURES

3.1 Fort Riley Reportable Spill Definition. All spills meeting the following criteria must be reported to the Post Emergency Services, who will then contact the DES Fire and Emergency Services (Fire Department) pursuant to the criteria and procedures contained in this section of the plan:

- Any hazardous material (such as POL) over five gallons;
- Any amount of hazardous material or controlled material that enters a storm drain, sewer, or waterway;
- Any amount of hazardous waste; or
- Any other substance that is hazardous to human health or the environment.

3.2 Cantonment Spill Documentation. For emergency spills the Environmental Team Leader will complete a Fort Riley Spill Incident Report within five working days of the spill and provide a copy to the DPW, Environmental Division Spill Coordinator, and the original will be placed in the site file. For a non-emergency spill follow the procedures listed in paragraph 5.2 of this plan. A blank copy of the Fort Riley Spill Incident Report is located in **Appendix G** of this plan. The Spill Coordinator, Environmental Division shall be responsible for completing all federal, state, and local reporting requirements.

SECTION 4 EMERGENCY SPILL PROCEDURES

4.1 Emergency Response.

4.1.1 Level II (Emergency) Response. A Level II response is a response to a spill meeting the criteria of an emergency spill, defined as any spill or release where:

- Human health or the environment is threatened;
- Hazardous waste is spilled;
- Over five gallons of a POL material is spilled;
- The spill enters a waterway (e.g., storm drain, lake, stream, etc.);
- The organization does not have the capability to control the leak and contain the spill; or
- The spill occurs after duty hours.

The Environmental Team Leader will notify the Post Emergency Services, who will then contact the DES Fire and Emergency Services (Fire Department) using the procedures outlined in Section 4.3. Upon arrival of the DES Fire and Emergency Services (Fire Department), the Environmental Team Leader will relinquish command of the scene.

4.1.2 Emergency Response Procedures. The SPCCP and ISCP (Part 2, Sections 3 and 4) identify the Level II operating procedures. These procedures include training requirements for site personnel participating in emergency activities, health and safety considerations and requirements (e.g., personal protective equipment to be used), and incident command system requirements and procedures.

4.2 Emergency Evacuation Plan.

4.2.1 Emergency Evacuation Signal. The XXXxxx will use the public address system, fire alarm, verbal communication, and hand signals during an emergency evacuation.

4.2.2 Emergency Evacuation Map. **APPENDIX C** of this plan contains the current Facility/ Emergency Evacuation Map. This map contains the primary and secondary routes and evacuation points to be used. Copies of the map are clearly posted in and around the facility.

4.2.3 Responsibility and Procedure for Personnel Accounting. Upon initiation of the evacuation signal, all personnel will exit the building/area and move to the primary/secondary evacuation point (based on wind direction). The highest-ranking officer/Noncommissioned Officer will conduct a physical head count. The officer in charge will report any missing personnel to the fire department.

4.3 Emergency Spill Notification Procedures From a safe area, organization personnel shall immediately notify the Post Emergency Services, who will then contact the DES Fire and Emergency Services (Fire Department) of any spill meeting the definition in Section 4.1.1.

- Post Emergency Services, who will then contact the DES Fire and Emergency Services (Fire Department): **911**

The initial spill notification should contain the following information:

- Location of spill (building number or grid coordinate);
- Time spill occurred or was discovered;
- Name of product spilled, if known;
- Quantity spilled;
- Caller's name and telephone number;
- Organization point of contact and telephone number for additional information;
- Resources affected; and
- Any additional pertinent information.

A placard displaying the emergency telephone number and the information required for the initial emergency notification will be prominently posted at appropriate locations at the site. An example of an emergency placard can be found in **APPENDIX D** of this plan**.**

SECTION 5 NON-EMERGENCY SPILL PROCEDURES

5.1 Non-emergency Response.

5.1.1 Level I (Non-emergency) Response. A Level I response is a response to a spill meeting the criteria of a non-emergency spill, defined as any spill or release where:

- Human health and environment are not threatened;
- Waterways are not reached;
- Less than five gallons of a POL material is spilled; or
- The organization has the capability to control the leak and contain the spill.

The Environmental Team Leader and/or the Alternate Environmental Team Leader are responsible for coordinating the containment and cleanup of the spill using the appropriate technical assistance needed or required. The Environmental Team Leader or the Alternate Environmental Team Leader is also required to use the Non-emergency Spill Notification Procedures as outlined in Section 5.2.

5.1.2 Non-emergency Response Procedures. The proper procedures for the cleanup of Fort Riley spills are located in **Appendix P** through **Appendix V** of the SPCCP and ISCP. These procedures include health and safety considerations and requirements (e.g., personal protective equipment to be used), proper containment and recovery procedures (e.g., equipment to be used), proper storage and disposal of recovered materials, adequate cleanup levels, and procedures for verifying cleanup adequacy.

5.2 Non-emergency Spill Notification Procedures. The Environmental Team Leader or the Alternate Environmental Team Leader shall notify the Environmental Division Spill Coordinator of any non-emergency spills during regular duty hours. Notification will be completed **no later than** the end of the next business day following the spill.

Telephone Numbers (in order of precedence):

- **Spill Coordinator** **239-8615**
- **Wastewater Coordinator** **239-2911**
- **Water Program** **239-2630**
- **Environmental Division Office** **239-8619**

SECTION 6 SPILL CONTAINMENT/RECOVERY EQUIPMENT

6.1 Equipment Inventory. XXXxxx maintains spill equipment in the left side of the waste AP building. This equipment includes absorbent materials, personal protective equipment, cleanup equipment, and dry sweep. An inventory of the minimum spill response equipment is recorded in the Spill Contingency Quick Reference Sheet, **PREFACE iii**.

6.2 Equipment Inspection and Maintenance. Spill containment and recovery equipment is inspected by the XXXxxx facility personnel on a weekly basis to ensure the inventory is complete and the spill equipment is usable.

SECTION 7 SPILL PREVENTION PROCEDURES

7.1 Shipping/Receiving Procedures. XXXxxx has written operating procedures for receiving and issuing POL products from the facility. These procedures are contained in the following documents:

- U.S. Army Supply Update 14; and
- XXXxxx Supply Standing Operating Procedures (SOP).

7.2 Storage System Inspection Procedures. The following inspections are conducted at the XXXxxx facility to detect leaks or conditions likely to result in releases of contaminants to the environment:

- Weekly inspections are conducted and documented pursuant to the Organization Weekly Multimedia Inspection Checklist. Problems found during the inspection are corrected on the spot. Inspections include a weekly visual inspection of the AST and a daily walk-through of the work area;

- The Environmental Division Compliance personnel conduct monthly facility compliance inspections; and

- Unscheduled inspections may be conducted by the U.S. Army, Kansas Department of Health and Environment (KDHE), and the U.S. Environmental Protection Agency (EPA) to evaluate overall prevention measures, operations, and response capabilities at the facility. The XXXxxx facility must immediately notify the Environmental Division at 239-8619 if an unscheduled inspection occurs from any of these agencies.

7.3 **Material Transfer Procedures.** Operating procedures for all fuel transfers for XXXxxx are contained in the following documents:

- POL Fuel Handler's Handbook; and
- XXXxxx Refueling SOP.

SECTION 8 ENVIRONMENTAL TEAM TRAINING REQUIREMENTS

8.1 Environmental Team Leaders and Members must successfully complete ETT before or within 60 days of appointment to the team and ETT-Refresher annually thereafter.

8.2 Environmental Team Leaders and Members will participate in a unit/activity level simulated spill training exercise at least annually. If the unit/activity has an emergency level spill during the year the ETL's and ETM's that responded to the spill can count that as their annual training. Documentation required for spills training is a Memorandum for Record showing the date, what the training consisted of, and the individuals that were present for the training.

8.3 All Training Certificates, Memorandums, and Logs will be kept in the unit's/activity's Site File and is inspectable.

Template for the Site-Specific Spill Contingency Plan

APPENDIX A
DATE AND SIGNATURE OF ANNUAL REVIEW

Date	Signature of Environmental Team Leader
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Template for the Site-Specific Spill Contingency Plan

APPENDIX B

SITE CONTROLLED MATERIALS, HAZARDOUS MATERIALS, UNIVERSAL WASTE, AND HAZARDOUS WASTE INVENTORY

MATERIAL	CHARACTERISTIC	STORAGE AREA

Template for the Site-Specific Spill Contingency Plan

APPENDIX C
FACILITY/EVACUATION MAP

Template for the Site-Specific Spill Contingency Plan

APPENDIX D

EMERGENCY NOTIFICATION PLACARD

My name is _____,

and my phone number is _____.

I am reporting a spill of _____ gallon(s) of _____.

The time the release occurred/was discovered was at _____.

The location of the spill is at _____.

The spill affected the environment by _____

_____

_____.

The cause of the spill is _____

_____

_____

_____.

The actions taken by the Spill Response Team are _____

_____

_____

_____.

If you have any further questions call

_____ at _____.

Template for the Site-Specific Spill Contingency Plan

APPENDIX E

DEFICIENCIES AND REQUIRED CORRECTIVE MEASURES

Template for the Site-Specific Spill Contingency Plan

APPENDIX F

Stormwater Release Drainage Log

_____ POL Secondary Containments #_____

Inspect the secondary containment for the presence of any liquid, if liquid is present determine if there is any POL product on the surface. 1. If any POL product is present it will be removed using absorbent materials until the product is removed, double bag the absorbent material and call 239-8615 to arrange pick-up. 2. Once there is no POL product present, remove the plug on the containment system at the lowest point to allow the water to drain off and fill out the log. 3. After the water has drained replace the plug.

Date	Time Opened	POL Present Y or N	Signature	Date	Time Closed	Printed Name

Template for the Site-Specific Spill Contingency Plan
APPENDIX G

Fort Riley Spill Incident Report

To be Filled Out by Unit / Activity

DATE OF SPILL:_____ **TIME OF SPILL:**_____

SUBSTANCE:_____ **QUANTITY:**_____

UNIT/ACTIVITY:_____ **BLDG:**_____

POC/SUPERVISOR:_____ **PHONE #:**_____

CAUSE :_____

VEHICLE TYPE:_____ **LOCATION:**_____

(E.g; HET – if applicable) **BLDG # (NEAREST):**_____

GRID:_____

CLEAN UP ACTIONS TAKEN:_____

SOIL EXCAVATED - VOLUME:_____ **AREA:**_____

ABSORBENTS USED – SPECIFIC TYPE:_____ **QTY:**_____

MATERIALS USED FOR CLEAN-UP:_____

WHERE WERE MATERIALS DISPOSED OF?_____

ESTIMATED WORK-HOURS INVOLVED FOR CLEAN UP:_____

COMPLETION DATE OF CLEAN-UP AND DISPOSAL:_____

CONTAMINATION OF WATER?:_____

(E.g; Stream – if applicable)

CONTAMINATION OF SANITARY SEWER OR STORM DRAIN?:_____

WAS THE POST EMERGENCY SERVICES CONTACTED?:_____

WAS THE DES FIRE DEPARTMENT CONTACTED?:_____

COMMENTS:_____

UNIT PERSONNEL COMPLETING THIS REPORT, NAME AND TITLE:_____

SIGNATURE:_____

DATE:_____

NOTE : The Unit/Activity must provide copies of this report to the following: 1) Pollution Prevention Branch 2) Compliance Branch 3) Unit/Activity on-site file within 5 working days of spill

Template for the Site-Specific Spill Contingency Plan

ENVIRONMENTAL TEAM LEADER AND ENVIRONMENTAL TEAM MEMBER SPILLS HELP SHEET

The Environmental Division, DPW Spills Program, has developed a Spills Help Sheet to provide organizations guidance on spills information that is needed to correctly document spill events. The information will be used by the Spills Coordinator to analyze trends and develop training, educational bulletins, and corrective actions to minimize the impact spills have on the environment. The Spills Help Sheet will be completed for every spill event, in addition to the Fort Riley Spill Incident Form.

1. What is the cause of the spill?_____
If Operator Error, go to number 2. If Mechanical Failure, complete questions 9 through 15.

2. Operator Error: Did personnel follow standing operating procedures (SOP)?_____
If yes, go to number 7. If no, go to number 3.

3. What are the normal operating procedures for this incident?
Complete answer and then go to number 4.

_____
_____
_____

4. Were personnel trained or briefed on the correct procedures?
If yes, go to number 5. If no, go to number 6.

_____

5. By whom?
Complete answer and then go to number 7.

_____

6. Why not?
Complete answer and then go to number 7.

_____
_____
_____
_____

7. Does the SOP need to be revised?
If yes, go to number 8. If no, go to number 15.

_____

8. What steps need to be taken to update the SOP?
Complete answer and then go to number 15.

_____
_____
_____
_____

9. Mechanical Failure: Were Preventive Maintenance Checks and Services (PMCS) completed on this vehicle?

10. When was the last time PMCS was completed?

_____
_____

11. Can this mechanical problem be identified with PMCS?

_____
_____

Template for the Site-Specific Spill Contingency Plan

12. Is this a recurring problem with the mechanical design of this equipment?

_____
_____
_____

13. Has the same problem occurred on this vehicle within the last six months that you are aware of?

_____
_____
_____

14. What was done to correct problem?

_____
_____
_____

15. What are some possible solutions to prevent this type of spill?

_____
_____
_____
_____

End of SSSCP